

BOARD MEETING MINUTES

1991

SALARIES 1991

	Annual	Hourly	Hrs Worked	Per Pay
Paula Baugh	\$ 9,322.08		40	\$388.42
Shannon Baunach	\$ 2,705.63	\$3.90 til 4/1, then \$4.25	12.5	
Julie Bray	\$19,701.12		40	\$820.88
Glenda Brown	\$12,548.16		40	\$522.84
Renee Carr	\$ 7,706.16		32	\$321.09
Mark Cassello	\$ 2,191.00	\$4.30	10	
Lynn Daugherty	\$33,920.16		40	\$1,413.34
Mary Duggleby	\$12,570.00		40	\$523.75
Charlotte Fagen	\$14,250.00		40	\$593.75
Pamela Ferber	\$23,000.16		40	\$958.34
Kimberly Garwood	\$23,000.16		40	\$958.34
Rose Howard	\$ 8,450.16		25	\$352.09
Kristin Johnson	\$ 2,164.50	\$3.90 til 4/1, then \$4.25	10	
Diana Kooy	\$ 2,184.00	\$5.25	8	
Joan Kopanda	\$ 8,820.96		32	\$367.54
Mary K. Martin	\$26,000.16		40	\$1,083.34
Ryan Moreland	\$ 2,262.00	\$4.35	10	
Erica Murray	\$ 2,236.00	\$4.30	10	
Kathleen Padgitt	\$11,083.20		40	\$461.80
Bonnie Powell	\$ 8,312.16		30	\$346.34
Julie Schleuder	\$ 3,354.00	\$4.30	12-18	
Sharon Schulenberg	\$15,327.12		35	\$638.63
Eileen Spurgeon	\$ 2,314.00	\$4.45	10	
Nicole Sykes	\$ 2,164.50	\$3.90 til 4/1, then \$4.25	10	
Jill Tachtiris	\$13,564.08		40	\$565.17
Elizabeth Thone	\$ 3,703.00	\$4.45	16	
Amber Warran	\$ 6,552.00		24	\$273.00
Diane Wiers	\$11,083.20		40	\$461.80
Cheryl Witty	\$15,414.00		32	\$642.25
Daniel L. Witty	\$ 6,760.00	\$6.50	20	
Total	\$312,663.67			

Note: Glenda Brown will continue to keep the salary of \$683.50 per pay period during the month of January, since she will still be carrying out the duties of headquarters manager until Kim is trained to take over.

William D. Doty
Debra Lester
Margaret Hohner
Mary Linda Carey

Robert Souza
Wanda Stewart

SALARIES 1991: ADDENDA

	Annual	Hourly	Hrs. Worked	Per Pay
Kim Garwood	23,240		40	978.34
Diane Wiers	12,000	5.77	40	500.00
Cynthia Fishburn		4.25	10	

Barbara Ledma

Manda Stewart

Tracy Linda Carr

William D. Doty

Margaret Hohner

Rahel Souza

Miriam Lowry

SALARIES 1991: ADDENDA

	Annual	Hourly	Hrs. Worked	Per Pay
Glenda Brown	13,548		40	568.30
Bill Townsend	6,760	6.50	20	

Wilbur D. Doty
Miriam Sawyer
Barbara Leston

Marge Hahn
Robert Scurry

SALARIES 1991: ADDENDA

	Annual	Hourly	Hrs. Worked	Per Pay
Melinda Suhr		4.25	7	
Melissa Buiter		4.25	10	

Miriam Lawry
Nanda Stewart
William D. Doty
Robert Souza

Babara Lestma
Margaret Hohner

SALARIES 1991: ADDENDA

	Annual	Hourly	Hrs. Worked	Per Pay
Barbara Hudson		4.25	12	
Julie Eisele		4.25	12	
Angela Fenwick		4.25	10	

Wilbur D. Doty

Heida Stewart

Ray Lida Carey

Robert Souza

Margaret Hohner

Miriam Leveya

SALARIES 1991: ADDENDA
SEPTEMBER 1991

	Annual	Hourly	Hrs. Worked	Per Pay
COLLEEN MATHEWS		4.25	7	

Robert Louisa

Anna Stewart

William Sawyer

Barbara Leestma

Mary Linda Cough

SALARIES 1991: ADDENDA
DECEMBER 1991

	Annual	Hourly	Hrs. Worked	Per Pay
COURTNEY STEWART March-April 91		4.25	7	
MICHELLE KEYS		4.25	15	
CINDY MUSCH	\$10,000	4.80	40	\$416.67

Robert Souza
Subra Leetna
Miriam Luoyu
Mary Linda Coey

William D. Doty
Honda Stewart
Margaret Hahner

JAN.

AGENDA.....January 14, 1991
JCPL BOARD OF TRUSTEES Rensselaer Library, 7 PM

1. Meeting of Board of Finance
 - 1.1 Election of officers
 - 1.2 Adjournment
2. Minutes
3. Bills/Financial statements
4. Director's report
5. Board Committee appointments: Nominating, Budget, Director Evaluation, Policies and Bylaws
6. Rensselaer business
 - 6.1 Flooding
 - 6.2 Building committee update
 - 6.3 Introduction of new Headquarters Librarian
7. Wheatfield business
8. DeMotte business
 - 8.1 Report on property for sale adjacent to library property
 - 8.2 Report on negotiations with school
9. Trustee workshop, March 11
 - 9.1 "The focus of the workshop will be mainly on Board and Director responsibilities, developing a more effective Board, planning for the future and becoming more involved in District and ILTA activities." Please think of a few questions you would like the presenters to discuss at the workshop.
- 10 . Adjournment

MINUTES.....December 3, 1990
Wheatfield Library Library Board Meeting
7:00 PM

Present: Wil Doty, Miriam Lawyer, Barbara Leestma, Wanda Stewart,
Marge Hohner, Mary Linda Casey, Lynn Daugherty, Pam Ferber

Minutes: The minutes of the November 5 board meeting was approved on a motion by M. Lawyer, seconded by M. Hohner.

Bills, Financial Statements: Bills, payroll and financial statements were approved on a motion by M. L. Casey, seconded by M. Lawyer.

New Librarian: Pam Ferber was introduced to the Board as the new librarian for the DeMotte and Wheatfield Libraries.

Director's Report: The Director noted the increase in circulation at Rensselaer and the slight drop in circulation at DeMotte and Wheatfield for the month. It was noted that circulation is up 11% thus far this year over the circulation for 1989.

Earthquake Insurance: The purchase of earthquake insurance was approved on a motion by M.L. Casey, seconded by M. Lawyer.

Special Session: The Board agreed to hold a special meeting on Thursday, December 20, at 3:45 PM, at the Rensselaer Library for the purpose of paying the last of the 1990 bills, encumbering funds and otherwise dealing with financial matters.

DeMotte Business: It was noted that a final solution has not yet been found for obtaining the needed property presently owned by the Kankakee Valley School Corporation. This will be worked on in the next two months. The Board directed L. Daugherty to inquire about the purchase of land adjacent to DeMotte Library property which is now on the market.

Wheatfield business: L. Daugherty reported that no further work has been done on the various landscaping problems at the Wheatfield Library, but that Pam Ferber will be working on those problems in late winter.

Rensselaer Business: The Board voted to develop plans to construct a 17,000 square foot building for the Rensselaer Library on a motion by M. Lawyer, seconded by B. Leestma. A discussion followed on possible use of memorabilia from the old high school in the new library. It was suggested that a group of bricks, or a door lintel, the cornerstone, a decorative window or carriage lights (if any) could be used.

The Board requested that newspaper articles in local newspapers pertaining to the Library be copied and sent to the Board.

The Board adjourned at 8:05 PM on a motion by B. Leestma.

Jasper County Public Library
Board of Trustees meeting

Rensselaer Library
4:00 PM

Present: Board members Bob Souza, Miriam Lawyer, Wanda Stewart, Barbara Leestma, and Lynn Daugherty, Director.

Wheatfield bond: The Board expressed their desire to hold a bond burning ceremony at their January meeting to celebrate the retirement of the Bond financing the Wheatfield Library.

Bills/Financial: The bills and financial records were approved on a motion by M. Lawyer, seconded by B. Leestma. On a motion by B. Leestma, seconded by W. Stewart, funds for books ordered in 1990 were encumbered as listed on the attached.

LIRF: The Board Voted to transfer \$20,000 from the LIRF appropriation in the Operating Fund to the Library Improvement Reserve Fund on a motion by W. Stewart, seconded by M. Lawyer.

Transfers of funds: Monies were transferred between appropriations in the Operating Fund on a motion by B. Leestma, seconded by M. Lawyer.

Investment in CD: On a motion by M. Lawyer, seconded by W. Stewart, the Board voted to purchase a 30 day Certificate of Deposit in the amount of \$100,000, and a 91 day Certificate of Deposit in the amount of \$119,000.

Meeting dates: Because of state legal requirements in designating depositories, the Board decided to hold their January and February meetings on the second Mondays of the month. All other regular monthly board meetings will be held on the first Monday of the month.

The meeting was adjourned at 4:30 PM on a motion by W. Stewart, seconded by M. Lawyer.

CIRCULATION STATISTICS DECEMBER 1990

[illegible]

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

	RENSSELAER	DEMOTTE	WHEATFIELD	TOTAL
REGISTRATIONS				
Borrowers--Beginning of month:				12701/13026
Resident	53	19	20	92
Non-resident	1			1
Expired cards	66	66	23	155
Non-resident	1			1
Total Registered				12839 12963
REFERENCE QUESTIONS				
Telephone				
Directional	33	43	92	168
Reference	84	130	57	271
In-person				
Directional	111	12	143	266
Reference	154	251	73	478
Total	382	436	365	1183
INTRALIB. LOAN ITEMS FILLED	29	93	42	164
LOCAL HISTORY				
In person	1			
Microfilms used	3			
Letters	6			
IN-HOUSE USE OF HARDWARE/SOFTWARE				
Computer agreements	53		48	
Software used	64		68	
VCR Use				
Microforms	13			
Other				
XX				
INTERLIBRARY LOANS (SYSTEM)				
Requests made for:	46	28	10	
Items rec'd for:	44	38	15	
Items outstanding:	2	-10	-5	
Items from Ind. libs.	35	33	14	
Items requested by other libraries	3			
Items supplied to other libraries	3			
Info requests answd for other libs				
Info requests sent				

FINANCIAL STATEMENT
JASPER COUNTY PUBLIC LIBRARY

for DECEMBER 28, 1990

	Beginning Balance	Receipts	Disbursements	Ending Balance
Operating Fund	112247.18	194982.94	56860.52	250369.60
Gift Funds				
DeMotte	2857.44	180.30	0.00	3037.74
Rensselaer	1741.49	1250.00	0.00	2991.49
Wheatfield	976.48	0.00	0.00	976.48
Bond and Interest Funds				
DeMotte	0.00	0.00	0.00	0.00
Wheatfield	79013.90	66135.21	125100.00	20049.11
LIRF Fund	2971.50	20000.00	0.00	22971.50
Petty Cash Funds				
DeMotte	30.00	0.00	0.00	30.00
Rensselaer	60.00	0.00	0.00	60.00
Wheatfield	30.00	0.00	0.00	30.00
Reciprocal Borrowing Fund	283.00	0.00	283.00	0.00
Levy Excess Fund	2580.00	0.00	0.00	2580.00
P.E.R.F.	1191.11	0.00	-609.66	1800.77
Reserve for Insurance	99.89	0.00	-131.28	231.17
 TOTAL ALL FUNDS	 204081.99	 282548.45	 181502.58	 305127.86

RECEIPT BREAKDOWN FOR
DECEMBER 28, 1990

FINES and FEES..... 1142.19

DeMotte	343.00
Rensselaer	488.00
Wheatfield	311.19

PHOTOCOPIES..... 605.17

DeMotte	296.85
Rensselaer	193.72
Wheatfield	114.60

CARDS..... 5.50

DeMotte	3.00
Rensselaer	1.00
Wheatfield	1.50

INTEREST..... 1471.28

GIFT FUNDS..... 1430.30

DeMotte	180.30
Rensselaer	1250.00
Wheatfield	0.00

DECEMBER 1990 TAX DRAW.....257894.01

Property Tax	226772.20
Banks, Blds,&Loan	436.11
License Excise Tax	30685.70

TRANSFER TO LIRF..... 20000.00

TOTAL AMOUNT OF RECEIPTS.....282548.45

{-----BANK BALANCES-----}

DATE {28 DEC 90}

A1 {BANK ONE CHECKING	}	B1 {	51889.52}
A2 {CERTIFICATE OF DEPOSIT #1	}	B2 {	100000.00}
A3 {CERTIFICATE OF DEPOSIT #2	}	B3 {	119000.00}
A4 {FIRST OF AMERICA	}	B4 {	8764.60}
A5 {DEMOTTE STATE BANK	}	B5 {	6172.21}
A6 {INDIANA FEDERAL	}	B6 {	16834.12}
A7 {LAFAYETTE NATIONAL BANK	}	B7 {	2467.41}
A8 {	}	B8 {	.00}
A9 {	}	B9 {	.00}
TOTAL		B10{	305127.86}

APPROPRIATION REPORT
----- JASPER COUNTY PUBLIC LIBRARY -----

28 DEC 90

OPERATING FUND ACNT #	DESCRIPTION	ANNUAL APPROPRIATION	CHANGE TO APPROPRIATION	CURRENT APPROPRIATION	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	APPROPRIATION BALANCE
1.11	SALARY OF LIBRARIAN	34500.00	.00	34500.00	2666.66	33248.89	1251.11
1.12	SALARY OF ASSISTANTS	235795.00	.00	235795.00	19419.74	222438.95	13356.05
1.13	WAGES OF JANITORS	9000.00	950.00	9950.00	636.68	10287.16	-337.16
1.21	EMPLOYER'S SHARE-FICA	19800.00	.00	19800.00	1738.38	20347.43	-547.43
1.22	UNEMPLOYMENT COMPENSATION	2000.00	.00	2000.00	.00	576.08	1423.92
1.23	EMPLOYER'S CONTRIBUTION - PERF	15000.00	.00	15000.00	.00	11637.40	3362.60
1.24	EMPLOYER'S CONTRIBUTION - INS.	19000.00	.00	19000.00	.00	1192.95	17807.05
1.31	OTHER PERSONAL SERVICES	2000.00	-950.00	1050.00	.00	.00	1050.00
2.11	OFFICIAL RECORDS	750.00	.00	750.00	.00	528.11	221.89
2.12	STATIONERY AND PRINTING	1000.00	.00	1000.00	.00	188.00	812.00
2.13	OTHER OFFICE SUPPLIES	3250.00	.00	3250.00	159.95	1835.40	1414.60
2.21	CLEANING & SANITATION SUPPLIES	3900.00	.00	3900.00	66.40	2598.23	1301.77
2.22	UEL, OIL & LUBRICANTS	100.00	.00	100.00	.00	4.25	95.75
2.31	BUILDING MATERIALS & SUPPLIES	750.00	.00	750.00	.00	566.67	183.33
2.33	REPAIR PARTS	250.00	.00	250.00	.00	129.07	120.93
2.41	LIBRARY SUPPLIES	8000.00	.00	8000.00	219.01	6356.58	1643.42
2.42	OTHER SUPPLIES	2000.00	.00	2000.00	.00	1068.47	931.53
3.11	CONSULTING SERVICES	1000.00	4800.00	5800.00	.00	5800.00	.00
3.12	ENGINEERING & ARCH. SERVICES	3500.00	8901.18	12401.18	1648.50	12401.18	.00
3.13	LEGAL SERVICES	1000.00	.00	1000.00	.00	650.00	350.00
3.14	OTHER PROFESSIONAL SERVICES	1000.00	4512.19	5512.19	147.13	5512.19	.00
3.21	TELEPHONE	9000.00	-1839.57	7160.43	575.69	7116.18	44.25
3.22	POSTAGE	3000.00	.00	3000.00	22.31	2081.31	918.69
3.23	TRAVELING EXPENSE	6000.00	-1485.20	4514.80	131.50	2705.10	1809.70
3.24	PROFESSIONAL MEETINGS	7250.00	-4331.94	2918.06	118.00	2918.06	.00
3.25	FREIGHT	250.00	.00	250.00	.00	.00	250.00
3.31	ADVERTISING & PUBLIC NOTICES	1000.00	595.30	1595.30	72.00	1595.30	.00
3.32	OTHER PRINTING	1000.00	.00	1000.00	.00	.00	1000.00
3.41	OFFICIAL BONDS	1000.00	.00	1000.00	100.00	560.00	440.00
3.42	OTHER INSURANCE	7000.00	-671.18	6328.82	.00	5539.00	789.82
3.51	GAS	7000.00	-2948.61	4051.39	145.78	4197.17	-145.78
3.52	ELECTRICITY	18000.00	-7061.61	10938.39	821.83	10938.41	-.02
3.53	WATER	500.00	3.45	503.45	13.11	503.45	.00
3.54	WASTE DISPOSAL SERVICES	500.00	.00	500.00	15.82	352.66	147.34
3.61	BUILDING & STRUCTURES	4500.00	469.20	4969.20	257.84	4969.20	.00
3.62	EQUIPMENT	1000.00	237.00	1237.00	82.00	1237.00	.00
3.72	EQUIPMENT	1000.00	.00	1000.00	.00	416.84	583.16
3.91	DUES	800.00	.00	800.00	.00	670.00	130.00
3.94	TRANSFER TO LIRF	20000.00	.00	20000.00	20000.00	20000.00	.00
3.95	LAWN CARE & MAINTENANCE CONT.	7000.00	-1180.21	5819.79	.00	5819.79	.00
3.96	PETTY CASH	120.00	.00	120.00	.00	.00	120.00
3.97	INTERVIEWING & MOVING EXP.	500.00	.00	500.00	3.58	8.27	491.73
4.1	LAND	500.00	27500.00	28000.00	.00	28000.00	.00
4.4	FURNITURE & EQUIPMENT	12000.00	-5316.90	6683.10	902.33	6683.10	.00
4.51	BOOKS	115000.00	-24702.69	90297.31	6058.38	82483.08	7814.23
4.52	PERIODICALS & NEWSPAPERS	15500.00	.00	15500.00	121.00	15419.23	80.77
4.53	NONPRINTED MATERIALS	12500.00	2519.59	15019.59	716.90	15019.59	.00
4.61	BOOKS ENCUMBERED	19423.18	.00	19423.18	.00	11879.75	7543.43
4.65	NONPRINT MATERIALS ENCUMBERED	760.04	.00	760.04	.00	412.26	347.78
	-TOTAL-	635698.22	.00	635698.22	56860.52	568891.76	66806.46

CHECK REGISTER
----- JASPER COUNTY PUBLIC LIBRARY -----

301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

28 DEC 90

PAGE 1

Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
0009656	03068	JASPER COUNTY PUBLIC LIBRARY	20000.00	21 DEC 90	TRANSFER TO LIRF FUND
0009657	03069	INDIANA FEDERAL	100000.00	21 DEC 90	PURCHASE 30 DAY CERT. OF DEP
0009658	03070	INDIANA FEDERAL	119000.00	21 DEC 90	PURCHASE 91 DAY CERT. OF DEP
001037	2978	PAULA L. BAUGH	279.13	14 DEC 90	PAYROLL
001038	2981	SHANNON BAUNACH	56.84	14 DEC 90	PAYROLL
001039	2957	JULIE BRAY	545.45	14 DEC 90	PAYROLL
001040	2967	GLENDA BROWN	499.39	14 DEC 90	PAYROLL
001041	2976	RENEE CARR	227.00	14 DEC 90	PAYROLL
001042	2974	MARK CASSELLO	74.03	14 DEC 90	PAYROLL
001043	2973	LYNN DAUGHERTY	917.85	14 DEC 90	PAYROLL
001044	2964	MARY DUGGLEBY	368.71	14 DEC 90	PAYROLL
001045	2958	CHARLOTTE FAGEN	589.86	14 DEC 90	PAYROLL
001046	2983	PAMELA FERBER	676.20	14 DEC 90	PAYROLL
001047	2979	ROSE E. HOWARD	218.87	14 DEC 90	PAYROLL
001048	2980	KRISTIN JOHNSON	53.42	14 DEC 90	PAYROLL
001049	2968	DIANA KOBY	65.83	14 DEC 90	PAYROLL
001050	2962	JOAN KOPANDA	266.12	14 DEC 90	PAYROLL
001051	02956	MARY K. MARTIN	677.48	14 DEC 90	PAYROLL
001052	2969	RYAN MORELAND	65.13	14 DEC 90	PAYROLL
001053	2975	ERICA MURRAY	61.55	14 DEC 90	PAYROLL
001054	2965	KATHLEEN PADGITT	319.89	14 DEC 90	PAYROLL
001055	2966	BONNIE POWELL	265.38	14 DEC 90	PAYROLL
001056	2959	SHARON SCHULENBERG	398.29	14 DEC 90	PAYROLL
001057	2970	EILEEN SPURGEON	77.57	14 DEC 90	PAYROLL
001058	2982	NICOLE SYKES	50.65	14 DEC 90	PAYROLL
001059	2960	JILL TACHTIRIS	396.24	14 DEC 90	PAYROLL
001060	2971	ELIZABETH THONE	132.72	14 DEC 90	PAYROLL
001061	2977	AMBER WARRAN	189.16	14 DEC 90	PAYROLL
001062	2963	DIANE WIERS	309.18	14 DEC 90	PAYROLL
001063	2961	CHERYL WITTY	433.70	14 DEC 90	PAYROLL
001064	2972	DANIEL L. WITTY	48.37	14 DEC 90	PAYROLL
001065	3054	PAULA L. BAUGH	279.13	28 DEC 90	PAYROLL
001066	3057	SHANNON BAUNACH	83.57	28 DEC 90	PAYROLL
001067	3033	JULIE BRAY	545.45	28 DEC 90	PAYROLL
001068	3043	GLENDA BROWN	499.39	28 DEC 90	PAYROLL
001069	3052	RENEE CARR	227.00	28 DEC 90	PAYROLL
001070	3050	MARK CASSELLO	59.48	28 DEC 90	PAYROLL
001071	3049	LYNN DAUGHERTY	917.85	28 DEC 90	PAYROLL
001072	3040	MARY DUGGLEBY	368.71	28 DEC 90	PAYROLL
001073	3034	CHARLOTTE FAGEN	589.86	28 DEC 90	PAYROLL
001074	3059	PAMELA FERBER	644.78	28 DEC 90	PAYROLL
001075	3055	ROSE E. HOWARD	218.87	28 DEC 90	PAYROLL
001076	3056	KRISTIN JOHNSON	75.60	28 DEC 90	PAYROLL
001077	3044	DIANA KOBY	76.81	28 DEC 90	PAYROLL
001078	3038	JOAN KOPANDA	266.12	28 DEC 90	PAYROLL
001079	03032	MARY K. MARTIN	677.48	28 DEC 90	PAYROLL
001080	3045	RYAN MORELAND	85.29	28 DEC 90	PAYROLL
001081	3051	ERICA MURRAY	71.26	28 DEC 90	PAYROLL

CHECK REGISTER

----- JASPER COUNTY PUBLIC LIBRARY -----

301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

28 DEC 90

PAGE 1

Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
001082	3041	KATHLEEN PADGITT	319.89	28 DEC 90	PAYROLL
001083	3042	BONNIE POWELL	265.38	28 DEC 90	PAYROLL
001084	3060	JULIE SCHLEUDER	112.55	28 DEC 90	PAYROLL
001085	3035	SHARON SCHULENBERG	398.29	28 DEC 90	PAYROLL
001086	3046	EILEEN SPURGEON	116.36	28 DEC 90	PAYROLL
001087	3058	NICOLE SYKES	67.28	28 DEC 90	PAYROLL
001088	3036	JILL TACHTIRIS	396.24	28 DEC 90	PAYROLL
001089	3047	ELIZABETH THOME	113.21	28 DEC 90	PAYROLL
001090	3053	AMBER WARRAN	189.16	28 DEC 90	PAYROLL
001091	3039	DIANE WIERS	309.18	28 DEC 90	PAYROLL
001092	3037	CHERYL WITTY	433.70	28 DEC 90	PAYROLL
001093	3048	DANIEL L. WITTY	35.18	28 DEC 90	PAYROLL
002	03067	JASPER COUNTY PUBLIC LIBRARY	10000.00	21 DEC 90	TRANSFER MONIES TO BANK ONE
009608	2984	BANK ONE	2934.85	14 DEC 90	FICA & FED. TAX WITHHELD 14
009609	02985	INDIANA DEFERRED COMPENSATIO	72.50	14 DEC 90	WITHHELD FROM 14 DEC 90 PAYR
009610	02986	UNITED TELEPHONE COMPANY	300.92	14 DEC 90	RENSSELAER TELEPHONE
009611	02987	NORTHWESTERN INDIANA TELEPHO	78.52	14 DEC 90	DEMDOTTE TELEPHONE
009612	02991	AT&T	74.76	20 DEC 90	DEMDOTTE TELEPHONE
009613	02992	NIPSCO	666.70	20 DEC 90	WHEATFIELD UTILITIES
009614	02993	CITY OF RENSSELAER	329.84	20 DEC 90	RENSSELAER UTILITIES
009615	02994	UNITED TELEPHONE COMPANY	121.49	20 DEC 90	WHEATFIELD TELEPHONE
009616	02995	ALFAX WHOLESALE FURNITURE	594.55	20 DEC 90	SHELVING & CHAIR CADDY -- DE
009617	02996	AMERICAN LIBRARY ASSOCIATION	72.00	20 DEC 90	AD FOR BRANCH LIBRARIAN
009618	02997	ASSOCIATED LIBRARIES, INC.	12.97	20 DEC 90	BOOKS
009619	02998	BOUND TO STAY BOUND BOOKS, I	13.53	20 DEC 90	BOOKS
009620	02999	BUREAU OF EDUCATION & RESEAR	95.00	20 DEC 90	REGISTRATION FOR FAGEN
009621	03000	BRODART CO.	166.60	20 DEC 90	SYSDAC TAPE
009622	03001	BAKER & TAYLOR	112.48	20 DEC 90	BOOKS
009623	03002	BAKER & TAYLOR	2701.53	20 DEC 90	BOOKS
009624	03003	BAKER & TAYLOR	1035.00	20 DEC 90	LEASE BOOKS
009625	03004	CHILDRENS PRESS	292.48	20 DEC 90	BOOKS
009626	03005	CHILDREN'S BOOK COUNCIL	45.00	20 DEC 90	SUBSCRIPTION TO CBC NEWSLETT
009627	03006	CENTRAL STATES SALES CORPORA	27.24	20 DEC 90	PROJECTOR LAMPS
009628	03007	CONSOLIDATED INSURANCE AGENC	100.00	20 DEC 90	BOND -- DAUGHERTY
009629	03008	DAVID DEVRIES	82.00	20 DEC 90	ASSEMBLED SHELVING & OTHER J
009630	03009	DYKE'S ELECTRIC INC.	79.29	20 DEC 90	REPLACE BALAST--RENSSELAER
009631	03010	DEMCO	232.84	20 DEC 90	BOOK POCKETS, OFFICE & LIBRA
009632	03011	ECONO-CLAD BOOKS	513.75	20 DEC 90	BOOKS
009633	03012	FAS-TRACK COMPUTER PRODUCTS	129.75	20 DEC 90	SOFTWARE
009634	03013	GAYLORD BROS.	74.90	20 DEC 90	MAGAZINE CASES & ART PRINT B
009635	03014	GALE RESEARCH INC.	74.70	20 DEC 90	BOOKS
009636	03015	INDIANAPOLIS NEWSPAPERS INC.	78.00	20 DEC 90	NEWSPAPER SUBSCRIPTION -- RE
009637	03016	INGRAM	568.17	20 DEC 90	VIDEOCASSETTES
009638	03017	K.V.ELECTRIC	77.00	20 DEC 90	REPLACE OUTSIDE LIGHTS
009639	03018	LAFAYETTE GLASS CO., INC.	101.55	20 DEC 90	REPAIR WINDOW AT WHEATFIELD
009640	03019	THE L.O.M. CORPORATION	1648.50	20 DEC 90	ARCHITECTURAL SERVICE--RENS
009641	03020	LYNN DAUGHERTY	254.73	20 DEC 90	MILEAGE, POSTAGE, VIDEOCAMER
009642	03021	MARSHALL CAVENDISH CORPORATI	355.20	20 DEC 90	BOOKS

CHECK REGISTER

----- JASPER COUNTY PUBLIC LIBRARY -----

301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

28 DEC 90

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
009643	03022	MUSIC FOR LITTLE PEOPLE	18.98	20 DEC 90	AUDIOCASSETTE
009644	03023	MACMILLAN PUBLISHING CO.	635.00	20 DEC 90	BOOKS
009645	03024	QUILL	271.89	20 DEC 90	BINDERS, STAPLER, OFFICE & J
009646	03025	RAND McNALLY & COMPANY	251.25	20 DEC 90	BOOKS
009647	03026	R.R. BOWKER	247.47	20 DEC 90	BOOKS & SUBSCRIPTION--DEMOTT
009648	03027	SECURITY COURIERS, INC.	147.13	20 DEC 90	TRANSPORT BETWEEN LIBRARIES
009649	03028	SIMON & SCHUSTER SCHOOL GROU	18.32	20 DEC 90	BOOKS
009650	03029	SCHWARTZ-HILL BOOK COMPANY	4.67	20 DEC 90	BOOKS
009651	03030	BANK ONE, INDIANAPOLIS, NA	124350.00	20 DEC 90	FINAL WHEATFIELD BOND PAYMEN
009652	03031	BANK ONE, INDIANAPOLIS, NA	750.00	20 DEC 90	ANNUAL REGISTRAR & PAYING AG
009653	3061	BANK ONE	2982.16	28 DEC 90	FICA & FED TAX WITHHELD 28 D
009654	03062	INDIANA DEFERRED COMPENSATIO	72.50	28 DEC 90	WITHHELD FROM 28 DEC 90 PAYR
009655	03063	INDIANA DEPARTMENT OF REVENU	951.43	28 DEC 90	STATE & COUNTY TAX WITHHELD
034373	03066	JASPER COUNTY PUBLIC LIBRARY	10000.00	21 DEC 90	TRANSFER MONIES TO BANK ONE
1002	03064	JASPER COUNTY PUBLIC LIBRARY	10000.00	21 DEC 90	TRANSFER MONIES TO BANK ONE
103	03065	JASPER COUNTY PUBLIC LIBRARY	10000.00	21 DEC 90	TRANSFER MONIES TO BANK ONE
ADJ. ENTR	02989	JASPER COUNTY PUBLIC LIBRARY	125000.00	20 DEC 90	CD #001-045-6203244 MATURED
ADJ. ENTR	02990	DEMOTTE STATE BANK	11.36	20 DEC 90	ORDER FOR DEPOSIT SLIPS
VOID CHEC	02988	CHILDREN'S BOOK COUNCIL	-35.00	20 DEC 90	VOID CHECK NO. 0009534

--TOTAL AMOUNT OF CLAIMS-- 565502.58

ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 3 pages, and except for claims not allowed as shown on the Register, such claims are hereby allowed in the total amount of 565502.58. Dated 28 DEC 90.

APPROPRIATION REPORT
----- JASPER COUNTY PUBLIC LIBRARY -----

14 JAN 91

ACHT	OPERATING FUND DESCRIPTION	ANNUAL APPROPRIATION	CHANGE TO APPROPRIATION	CURRENT APPROPRIATION	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	APPROPRIATION BALANCE	% SPENT Y-T-D
1.11	SALARY OF LIBRARIAN	33920.00	.00	33920.00	.00	.00	33920.00	0%
1.12	SALARY OF ASSISTANTS	266765.00	.00	266765.00	.00	.00	266765.00	0%
1.13	WAGES OF JANITORS	15520.00	.00	15520.00	.00	.00	15520.00	0%
1.21	EMPLOYER'S SHARE-FICA	24172.00	.00	24172.00	.00	.00	24172.00	0%
1.22	UNEMPLOYMENT COMPENSATION	2000.00	.00	2000.00	.00	.00	2000.00	0%
1.23	EMPLOYER'S CONTRIBUTION - PERF	16931.00	.00	16931.00	.00	.00	16931.00	0%
1.24	EMPLOYER'S CONTRIBUTION - INS.	6000.00	.00	6000.00	.00	.00	6000.00	0%
1.31	OTHER PERSONAL SERVICES	2000.00	.00	2000.00	.00	.00	2000.00	0%
2.11	OFFICIAL RECORDS	1000.00	.00	1000.00	487.30	487.30	512.70	49%
2.12	STATIONERY AND PRINTING	900.00	.00	900.00	.00	.00	900.00	0%
2.13	OTHER OFFICE SUPPLIES	3250.00	.00	3250.00	27.05	27.05	3222.95	1%
2.21	CLEANING & SANITATION SUPPLIES	3900.00	.00	3900.00	14.54	14.54	3885.46	.4%
2.22	FUEL, OIL & LUBRICANTS	100.00	.00	100.00	.00	.00	100.00	0%
2.23	OTHER OPERATING SUPPLIES	100.00	.00	100.00	.00	.00	100.00	0%
2.31	BUILDING MATERIALS & SUPPLIES	750.00	.00	750.00	1.97	1.97	748.03	.3%
2.32	PAINT AND PAINTING SUPPLIES	200.00	.00	200.00	.00	.00	200.00	0%
2.33	REPAIR PARTS	250.00	.00	250.00	13.79	13.79	236.21	5%
2.41	LIBRARY SUPPLIES	8000.00	.00	8000.00	193.33	193.33	7806.67	2%
2.42	OTHER SUPPLIES	2000.00	.00	2000.00	197.40	197.40	1802.60	10%
3.11	CONSULTING SERVICES	1000.00	.00	1000.00	.00	.00	1000.00	0%
3.12	ENGINEERING & ARCH. SERVICES	1000.00	.00	1000.00	.00	.00	1000.00	0%
3.13	LEGAL SERVICES	1500.00	.00	1500.00	.00	.00	1500.00	0%
3.14	OTHER PROFESSIONAL SERVICES	5500.00	.00	5500.00	411.96	411.96	5088.04	7%
3.21	TELEPHONE	9000.00	.00	9000.00	75.43	75.43	8924.57	.8%
3.22	POSTAGE	3500.00	.00	3500.00	379.99	379.99	3120.01	11%
3.23	TRAVELING EXPENSE	5000.00	.00	5000.00	11.00	11.00	4989.00	.2%
3.24	PROFESSIONAL MEETINGS	6000.00	.00	6000.00	.00	.00	6000.00	0%
3.25	FREIGHT	200.00	.00	200.00	.00	.00	200.00	0%
3.31	ADVERTISING & PUBLIC NOTICES	1500.00	.00	1500.00	.00	.00	1500.00	0%
3.32	OTHER PRINTING	500.00	.00	500.00	.00	.00	500.00	0%
3.41	OFFICIAL BONDS	1000.00	.00	1000.00	250.00	250.00	750.00	25%
3.42	OTHER INSURANCE	7000.00	.00	7000.00	265.80	265.80	6734.20	4%
3.51	GAS	7000.00	.00	7000.00	136.64	136.64	6863.36	2%
3.52	ELECTRICITY	18000.00	.00	18000.00	299.67	299.67	17700.33	2%
3.53	WATER	500.00	.00	500.00	8.85	8.85	491.15	2%
3.54	WASTE DISPOSAL SERVICES	500.00	.00	500.00	.00	.00	500.00	0%
3.61	BUILDING & STRUCTURES	7500.00	.00	7500.00	137.50	137.50	7362.50	2%
3.62	EQUIPMENT	1000.00	.00	1000.00	210.20	210.20	789.80	21%
3.71	REAL ESTATE	1.00	.00	1.00	.00	.00	1.00	0%
3.72	EQUIPMENT	1000.00	.00	1000.00	24.90	24.90	975.10	2%
3.91	DUES	800.00	.00	800.00	763.15	763.15	36.85	95%
3.92	INTEREST ON TEMPORARY LOANS	1.00	.00	1.00	.00	.00	1.00	0%
3.93	TAXES & ASSESSMENTS	1.00	.00	1.00	.00	.00	1.00	0%
3.94	TRANSFER TO LRF	70000.00	.00	70000.00	.00	.00	70000.00	0%
3.95	LAWN CARE & MAINTENANCE CONT.	7000.00	.00	7000.00	839.49	839.49	6160.51	12%
3.96	PETTY CASH	120.00	.00	120.00	.00	.00	120.00	0%
3.97	INTERVIEWING & MOVING EXP.	250.00	.00	250.00	.00	.00	250.00	0%
4.1	LAND	1.00	.00	1.00	.00	.00	1.00	0%
4.2	BUILDINGS	1.00	.00	1.00	.00	.00	1.00	0%
4.3	FURNITURE & EQUIPMENT	15000.00	.00	15000.00	62.59	62.59	14937.41	.4%
4.51	BOOKS	100000.00	.00	100000.00	639.78	639.78	99360.22	.6%
4.52	PERIODICALS & NEWSPAPERS	25300.00	.00	25300.00	2315.00	2315.00	22985.00	9%
4.53	NONPRINTED MATERIALS	19500.00	.00	19500.00	2036.64	2036.64	17463.36	10%
4.61	BOOKS ENCUMBERED	7354.30	.00	7354.30	1114.74	1114.74	6239.56	15%
	-TOTAL-	711287.30	.00	711287.30	10918.71	10918.71	700368.59	2%

FINANCIAL STATEMENT
JASPER COUNTY PUBLIC LIBRARY

for JANUARY 14, 1991

	Beginning Balance	Receipts	Disbursements	Ending Balance
Operating Fund	250369.60	2744.02	10918.71	242194.91
Gift Funds				
DeMotte	3037.74	20.00	2.99	3054.75
Rensselaer	2991.49	0.00	17.98	2973.51
Wheatfield	976.48	0.00	0.00	976.48
Bond and Interest Funds				
DeMotte	0.00	0.00	0.00	0.00
Wheatfield	20049.11	0.00	0.00	20049.11
LIRF Fund	22971.50	0.00	0.00	22971.50
Petty Cash Funds				
DeMotte	30.00	0.00	0.00	30.00
Rensselaer	60.00	0.00	0.00	60.00
Wheatfield	30.00	0.00	0.00	30.00
Reciprocal Borrowing Fund	0.00	0.00	0.00	0.00
Levy Excess Fund	2580.00	0.00	0.00	2580.00
P.E.R.F.	1800.77	0.00	0.00	1800.77
Reserve for Insurance	231.17	0.00	0.00	231.17
TOTAL ALL FUNDS	305127.86	2764.02	10939.68	296952.20

{-----BANK BALANCES-----}

DATE {14 JAN 91}

A1 {BANK ONE CHECKING	}	B1 {	43008.50}
A2 {CERTIFICATE OF DEPOSIT #1	}	B2 {	100000.00}
A3 {CERTIFICATE OF DEPOSIT #2	}	B3 {	119000.00}
A4 {FIRST OF AMERICA	}	B4 {	8881.95}
A5 {DEMOTTE STATE BANK	}	B5 {	6276.21}
A6 {INDIANA FEDERAL	}	B6 {	17270.33}
A7 {LAFAYETTE NATIONAL BANK	}	B7 {	2515.21}
A8 {	}	B8 {	.00}
A9 {	}	B9 {	.00}
TOTAL		B10 {	296952.20}

RECEIPT BREAKDOWN FOR
JANUARY 14, 1991

FINES and FEES..... 325.89

DeMotte	47.90
Rensselaer	192.84
Wheatfield	85.15

PHOTOCOPIES..... 123.65

DeMotte	36.10
Rensselaer	56.35
Wheatfield	31.20

GRANTS..... 11.50

DeMotte	0.00
Rensselaer	10.50
Wheatfield	1.00

INTEREST..... 1192.71

GIFT FUNDS..... 20.00

DeMotte	20.00
Rensselaer	0.00
Wheatfield	0.00

FINANCIAL INSTITUTION TAX..... 1090.27

TOTAL AMOUNT OF RECEIPTS..... 2764.02

CHECK REGISTER

----- JASPER COUNTY PUBLIC LIBRARY -----

301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

14 JAN 91

PAGE 1

Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
009659	03071	A.E. BOYCE CO., INC.	487.30	14 JAN 91	PURCHASE ORDERS & PAYROLL CH
009660	03072	ACE HARDWARE	18.52	14 JAN 91	JANITORIAL SUP., KEYS, GARLA
009661	03073	BAKER & TAYLOR	18.78	14 JAN 91	BOOKS
009662	03074	BAKER & TAYLOR	390.35	14 JAN 91	BOOKS
009663	03075	BAKER & TAYLOR	621.00	14 JAN 91	LEASE BOOKS
009664	03076	BARB FERNANDEZ	45.00	14 JAN 91	SNOW SHOVELING -- DEMOTTE
009665	03077	BRAD HANSEN	70.00	14 JAN 91	SNOW REMOVAL -- DEMOTTE
009666	03078	BRODART CO.	166.60	14 JAN 91	SYSDAC TAPE
009667	03079	CHAMBER OF COMMERCE	50.00	14 JAN 91	1991 DUES -- RENSSELAER CHAM
009668	03080	CITY OF RENSSELAER	120.00	14 JAN 91	ALARM SERVICE FOR 1991
009669	03081	CONGRESSIONAL QUARTERLY INC.	479.00	14 JAN 91	SUBSCRIPTION
009670	03082	CONSOLIDATED INSURANCE AGENC	250.00	14 JAN 91	BONDS -- HOHNER & EMPLOYEE S
009671	03083	DAVIDSON TITLES INC.	16.82	14 JAN 91	BOOKS
009672	03084	DEMOTTE CHAMBER OF COMMERCE	50.00	14 JAN 91	1991 DUES
009673	03085	EXCEPTIONAL PARENT	42.00	14 JAN 91	SUBSCRIPTION -- WHEATFIELD
009674	03086	FAGEN PHARMACY	11.89	14 JAN 91	FILM -- DEMOTTE
009675	03087	GOODWIN FIRE EQUIPMENT	28.00	14 JAN 91	FIRE EXTINGUISHER SERVICE
009676	03088	HARVEY'S	32.82	14 JAN 91	CR LIBRARY SUP. & CHRISTMAS
009677	03089	HERITAGE OFFICE PRODUCTS, IN	689.59	14 JAN 91	SER.CONT., SUPPLIES, & EQUIP
009678	03090	INDIANA LIBRARY FILM & VIDEO	2000.00	14 JAN 91	1991 YEARLY PAYMENT
009679	03091	ILA	100.00	14 JAN 91	1991 ANNUAL DUES
009680	03092	ILA/ILTA	563.15	14 JAN 91	1991 ANNUAL TRUSTEE ASSO. DU
009681	03093	INFORMATION ACCESS COMPANY	1782.00	14 JAN 91	1991 MAGAZINE INDEX SUBSCRIP
009682	03094	INGRAM	36.64	14 JAN 91	VIDEOCASSETTES
009683	03095	JULIE BRAY	11.00	14 JAN 91	MILEAGE
009684	03096	KAPER'S BUILDING MATERIAL, I	1.97	14 JAN 91	WEATHERSTRIP FOR DEMOTTE
009685	03097	MOOLENAAR & HUGHES	160.00	14 JAN 91	YEARLY LAWN SERVICE -- WHEAT
009686	03098	NIPSCO	436.31	14 JAN 91	UTILITIES -- DEMOTTE
009687	03099	NORTHWESTERN INDIANA TELEPHO	75.43	14 JAN 91	TELEPHONE -- DEMOTTE
009688	03100	OOMS DISPOSAL SERVICE INC.	11.85	14 JAN 91	TRASH PICK-UP--DEMOTTE
009689	03101	OXFORD UNIVERSITY PRESS	707.57	14 JAN 91	BOOKS
009690	03102	POSTMASTER GENERAL	350.00	14 JAN 91	POSTAGE STAMPS
009691	03103	RAYBURN HEATING & COOLING	182.20	14 JAN 91	REPAIRS ON FURNACE AT DEMOTT
009692	03104	RENSSELAER LUMBER CO.	13.79	14 JAN 91	LOCK -- RENSSELAER
009693	03105	SECURITY COURIERS, INC.	411.96	14 JAN 91	TRANSPORT BETWEEN BRANCHES
009694	03106	STANLEY STEEMER	137.50	14 JAN 91	WATER EXTRACTION -- RENSSELA
009695	03107	TEETERS CULLIGAN	33.75	14 JAN 91	COOLER RENTAL & WATER
009696	03108	TOWN & COUNTRY MUTUAL INS. C	265.80	14 JAN 91	ADDITION OF EARTHQUAKE COVER
009697	03109	NATIONAL WILDLIFE FEDERATION	12.00	14 JAN 91	SUBSCRIPTION TO YOUR BIG BAC
009699	03110	CHERYL A. WITTY	59.09	14 JAN 91	REIMBURSE RENSSELAER PETTY C

--TOTAL AMOUNT OF CLAIMS-- 10939.68

ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 1 pages, and except for claims not allowed as shown on the Register, such claims are hereby allowed in the total amount of 10939.68. Dated 14 JAN 90.

_____	_____
_____	_____
_____	_____
_____	_____

Counties increase

the state in unemployment sixth consecutive month by 2.3 percent from 12.0 percent to 9.7 for November.

County, where the county Versailles, had the highest unemployment with a boom-bust from 5.0 percent to 13.7 because of a temporary manufacturing plant.

Ken Sellers, director of Adult Services for the Indiana Department of Employment, said morning the drastic increase is the result of two shoe manufacturers shutting down during a short period in November.

There is a shoe company with a plant located in Lawrenceburg and in Batesville," Sellers said. Employees from Ripley work at the plants, and they are temporarily shut down at the

See JOBLESS page 2

County tendent

William Dowell, part-time

Service: William Dowell, Lois Dowell, part-time

Attorney: James Beaver.

Health Board: Dr. Stephen William Campbell.

Zoning Board: Barbara Leestma. Board of Zoning Appeals: Byron Robert Van Meerten; James as administrative attorney.

Commission Board: James Smith; Lakin.

Health Board: Debra Opolski; Medley; Tom Wisz.

Economic Development: G. Lynn

Wabash River Basin Commission: Willis Pettet.

Board: Willis Pettet.

Control Board: Steve Walowinski, Trustee; Ronald Gen, agricultural member; Pettet, extension agent; Nelson, SCS supervisor; L. Korniak, commissioner representative.

Advisory Committee: Doris T. Ralph Mathew.

House and Annex Custodian: Donald Miller, head custodian; Vic Moore, assistant



Lynn Daugherty, right, director of the Jasper County Public Libraries, accepts a check from Mary Kenny, representing Rensselaer Child Care, for the purchase of toys for the new program which allows library patrons to check-out toys.

Mary Kaye Koch

Toy library gets startup money

By MARY KAYE KOCH
Republican staff writer

RENSSELAER — The Rensselaer branch of the Jasper County Public Library system will be the home base of a newly initiated project which will allow patrons of the library system to borrow toys.

Jasper County Library director, Lynne Daugherty, received start-up money for the project yesterday afternoon from Rensselaer Child Care Center director Mary Kenny.

"Rensselaer children and their parents will soon be able to borrow toys from the public library when the new toy library becomes available. The toys will be available to patrons having a valid library card. Rensselaer Child Care, the child care service of the Rensselaer Central Schools Corporation, provided the funds for the toy library," Kenny said.

According to Kenny, the Rensselaer Central Schools Corporation was one of 18 school corporations throughout the state of Indiana selected last spring to be

The pilot project provides programs in three areas, parent education, education of three to five-year-olds, and an afterschool program for elementary age children.

The funds for the toy library were given as part of the parent education component of the education grant.

Daugherty described how the program would work.

"Now that we have received the money we will be able to purchase the toys. The toys will be located in the children's room at the Rensselaer library and if they have a library card the toys will be loaned out," she said.

Patrons who wish to check out books, need not only have a Rensselaer library card, they may have a card from any of the other branches located in DeMotte and Wheatfield.

Toys will be aimed at the ages of birth to age eight and the toys will be selected for their ability to help children with education and developmental skills.

Over the course of a year, \$2,500 will be used for the toy len-

the toys pose no danger for children, such as having small pieces.

Other projects which were initiated last year under the child care grant included the Child Care Center located at the Presbyterian Church in Rensselaer and the afterschool recreational program at the Van Rensselaer Elementary School.

The child care program provides day care services to residents of Jasper County on a sliding fee scale which allows parents or guardians of all income brackets to receive quality care for their children while they work, attend school or receive job training.

The center is open from 6:30 a.m. to 5:30 p.m. on weekdays with the exception of major holidays and will provide care for children ages three to five.

The afterschool program operates from 3 p.m. to 6 p.m. on school days and provides recreation or quiet areas where children may do their homework under adult supervision. Fees are also charged on a sliding scale based

TOY LIBRARY AGREEMENT

Under the terms of a grant awarded to the Rensselaer Central School Corporation by the Indiana Department of Education, \$2500 will be donated to the Rensselaer headquarters of the Jasper County Public Library to be used for a Toy Library.

The Jasper County Public Library agrees to accept this money for the purchase of the toys, and operating supplies and equipment needed to package and house them for display and loan, pursuant to the following conditions:

1. Monies will be deposited in the Library's Gift Fund prior to the ordering of toys and supplies
2. The Jasper County Public Library, in accordance with its gift policy, will become the owner of the toys and will have the right to dispose of them when necessary.
3. Toys will be selected in accordance with the library's selection standards as noted in Exhibit A.
4. The Toy Library will be housed at the Rensselaer Public Library and toys will not be inter- or intra-library loaned. However, toys will be available at the Rensselaer Library for loan to any adult with a valid Jasper County Public Library borrower's card regardless of place of residence.
5. A written financial statement detailing how monies donated for the Toy Library are being spent will be submitted to the Grant Administrator quarterly.
6. A summary of the collected evaluative data will be sent to the Grant Administrator quarterly.

Sue Schaltenbrand
Grant Administrator

Lynn Daugherty
Director, Jasper County Public Library

TOY SELECTION POLICY

1. The target audience for these toys shall be birth to age eight.
2. Toys shall be appropriate and safe for use with the targeted age groups.
3. Toys selected must be constructed sturdily and be suitable for circulation.
4. Toys selected must have developmental value, either cognitive, motor, and/or social-emotional.

TOY LIBRARY EVALUATIVE STANDARDS

1. A record will be kept of the number of times each toy is circulated and of the total number of toys circulated each day.
2. A record will be kept of comments and suggestions made by parents, teachers and other child care givers who borrow these toys.
3. A record will be kept of persons using the library for the first time as a result of the Toy Library offerings.
4. An effort will be made to note whether the use of the Toy Library by new library borrowers results in later use of the book collections of the library.
5. A financial report and a summary of the collected evaluative data will be sent to the grant administrator quarterly.

FEB.

AGENDA.....February 11, 1991
JCPL BOARD OF TRUSTEES Rensselaer Library, 7 PM

1. Meeting of Board of Finance
 - 1.1 Designation of depositories
 - 1.2 Adjournment
2. Rensselaer Building Project
 - K. Rothenberger will make presentation of plan recommended by Rensselaer Building Committee. The Board will vote on whether to accept this plan for the new Rensselaer building.
3. Minutes
4. Bills/Financial statements
5. Director's report
6. Rensselaer business
 - 6.1 I would like permission to let Kim take 2 days of her vacation to move her belongings from Ft. Wayne to her new home in Rensselaer. She must have the time off, but our policy states that new employees are not eligible to take vacation until they have worked 6 months. I feel this is a good reason to make an exception to the policy.
 - 6.2 We are changing Glenda Brown's title and duties to make her Adult Services Manager. This will result in an increase in her salary.
7. Wheatfield business
8. DeMotte business
 - 8.1 Reaffirming of phone vote on purchase of property south of DeMotte library.
 - 8.2 Report on negotiations with KV School Board
 - 8.3 Asbestos abatement.

I will be contacting an asbestos abatement firm to examine the DeMotte Library for asbestos. We will have to have this removed before remodelling can be done.
9. Adjournment
10. Executive session to discuss the purchase of property

MINUTES.....JANUARY 14, 1991
Rensselaer Library Library Board Meeting
7:00 PM

Present: Wil Doty, Barbara Leestma, Wanda Stewart, Marge Hohner, Mary Linda Casey, Bob Souza, Lynn Daugherty

Board of Finance: At 7:10 pm the Board of Finance of the Jasper County Public Library met. On a motion by B. Souza, seconded by B. Leestma, the board voted unanimously to elect the Library Board officers as the officers of the Board of Finance. The next Board of Finance meeting will be held on February 11 at 7:00 PM at the Rensselaer Library. By consensus, this meeting adjourned at 7:15 pm.

Minutes: The minutes of the December 3 and December 20 board meetings were approved on a motion by M. Hohner, seconded by W. Stewart.

Bills, Financial Statements: Bills, payroll and financial statements were approved on a motion by W. Stewart, seconded by M.L. Casey.

Director's Report: The Director noted the increase in circulation at Rensselaer and Wheatfield, and the slight drop in circulation at DeMotte. It was noted that circulation was up 10% in 1990 over the circulation for 1989.

Board Committee Appointments: The following assignments to committees were made by the president:

Budget Committee: W. Doty, M. Hohner
Bylaws Committee: W. Doty, M.L. Casey
Evaluation Committee: B. Souza, W. Stewart
Nomination Committee: B. Leestma, M.L. Casey

Rensselaer Business: L. Daugherty reported that flooding had again occurred in the library basement. The recommendation of Stanley Steemer, carpet cleaners, was that the carpet be pulled up, the pad removed, and the carpet relaid. One estimate of cost was \$720 for the children's room and meeting room. The Board expressed reluctance to spend this amount of money on a building which they do not plan to use more than 2 years longer. The director was instructed to consult the County Extension Office and other experts to determine the best way to protect the building and staff from the results of flooding. She was given permission to have padding removed from the children's room if necessary.

Upon looking at preliminary drawings of the new Rensselaer Library, the Board requested that the Director contact the architects to develop a different look for the building facade facing Van Rensselaer Street.

The Board questioned the whereabouts of the contents of the old library safe and asked whether the contents had been cataloged. The Director will look into the matter.

Wheatfield business: M. Hohner noted that the light in the flagpole has not been fixed yet, and requested that the matter be taken care of soon.

DeMotte business: The Board asked that the director inquire about the house for sale to the south of the library's property, finding out the

amount of acreage and determining the number of parking spaces which could be obtained from the land. The Director noted that \$34,000 is the asking price for the property.

Trustee Workshop: The Board suggested that the trustee workshop to be held at the Hammond Library in March might address the following issues:

Automation

- Financial accounting software - what is in use; what works
- What considerations should be examined when determining the amount of employee bonds?
- How can the Board effectively evaluate itself and its Director?

The Board adjourned at 9:00 PM.

Miriam Sawyer
Barbara Leestma

FINANCIAL STATEMENT
JASPER COUNTY PUBLIC LIBRARY

for FEBRUARY 11, 1991

	Beginning Balance	Receipts	Disbursements	Ending Balance
Operating Fund	242194.91	2485.41	53388.90	191291.42
 Gift Funds				
DeMotte	3054.75	315.00	0.00	3369.75
Rensselaer	2973.51	0.00	0.00	2973.51
Wheatfield	976.48	0.00	0.00	976.48
 Bond and Interest Funds				
DeMotte	0.00	0.00	0.00	0.00
Wheatfield	20049.11	0.00	0.00	20049.11
 LIRF Fund	22971.50	0.00	0.00	22971.50
 Petty Cash Funds				
DeMotte	30.00	0.00	0.00	30.00
Rensselaer	60.00	0.00	0.00	60.00
Wheatfield	30.00	0.00	0.00	30.00
 Reciprocal Borrowing Fund	0.00	0.00	0.00	0.00
 Levy Excess Fund	2580.00	0.00	0.00	2580.00
 P.E.R.F.	1800.77	0.00	1132.52	668.25
Reserve for Insurance	231.17	0.00	-162.70	393.87
 TOTAL ALL FUNDS	296952.20	2800.41	54358.72	245393.89

APPROPRIATION REPORT

----- JASPER COUNTY PUBLIC LIBRARY -----

11 FEB 91

ACCT #	ATING FUND DESCRIPTION	ANNUAL APPROPRIATION	CHANGE TO APPROPRIATION	CURRENT APPROPRIATION	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	APPROPRIATION BALANCE	% SPENT Y-T-D
1.11	SALARY OF LIBRARIAN	33920.00	.00	33920.00	2826.68	2826.68	31093.32	8%
1.12	SALARY OF ASSISTANTS	266765.00	.00	266765.00	21229.20	21229.20	245535.80	8%
1.13	WAGES OF JANITORS	15520.00	.00	15520.00	864.68	864.68	14655.32	6%
1.21	EMPLOYER'S SHARE-FICA	24172.00	.00	24172.00	1906.46	1906.46	22265.54	8%
1.22	UNEMPLOYMENT COMPENSATION	2000.00	.00	2000.00	855.67	855.67	1144.33	43%
1.23	EMPLOYER'S CONTRIBUTION - PERF	16931.00	.00	16931.00	4051.75	4051.75	12879.25	24%
1.24	EMPLOYER'S CONTRIBUTION - INS.	6000.00	.00	6000.00	.00	.00	6000.00	0%
1.31	OTHER PERSONAL SERVICES	2000.00	.00	2000.00	.00	.00	2000.00	0%
2.11	OFFICIAL RECORDS	1000.00	.00	1000.00	487.30	487.30	512.70	49%
2.12	STATIONERY AND PRINTING	900.00	.00	900.00	.00	.00	900.00	0%
2.13	OTHER OFFICE SUPPLIES	3250.00	.00	3250.00	279.19	279.19	2970.81	9%
2.21	CLEANING & SANITATION SUPPLIES	3900.00	.00	3900.00	194.34	194.34	3705.66	5%
2.22	FUEL, OIL & LUBRICANTS	100.00	.00	100.00	.00	.00	100.00	0%
2.23	OTHER OPERATING SUPPLIES	100.00	.00	100.00	.00	.00	100.00	0%
2.31	BUILDING MATERIALS & SUPPLIES	750.00	.00	750.00	1.97	1.97	748.03	.3%
2.32	PAINT AND PAINTING SUPPLIES	200.00	.00	200.00	.00	.00	200.00	0%
2.33	REPAIR PARTS	250.00	.00	250.00	17.68	17.68	232.32	7%
2.41	LIBRARY SUPPLIES	8000.00	.00	8000.00	277.57	277.57	7722.43	3%
2.42	OTHER SUPPLIES	2000.00	.00	2000.00	197.40	197.40	1802.60	10%
3.11	CONSULTING SERVICES	1000.00	.00	1000.00	.00	.00	1000.00	0%
3.12	ENGINEERING & ARCH. SERVICES	1000.00	.00	1000.00	6499.50	6499.50	-5499.50	650%
3.13	LEGAL SERVICES	1500.00	.00	1500.00	.00	.00	1500.00	0%
	OTHER PROFESSIONAL SERVICES	5500.00	.00	5500.00	735.64	735.64	4764.36	13%
3.21	TELEPHONE	9000.00	.00	9000.00	587.13	587.13	8412.87	7%
3.22	POSTAGE	3500.00	.00	3500.00	514.99	514.99	2985.01	6%
3.23	TRAVELING EXPENSE	5000.00	.00	5000.00	124.75	124.75	4875.25	2%
3.24	PROFESSIONAL MEETINGS	6000.00	.00	6000.00	384.00	384.00	5616.00	6%
3.25	FREIGHT	200.00	.00	200.00	.00	.00	200.00	0%
3.31	ADVERTISING & PUBLIC NOTICES	1500.00	.00	1500.00	14.50	14.50	1485.50	1%
3.32	OTHER PRINTING	500.00	.00	500.00	.00	.00	500.00	0%
3.41	OFFICIAL BONDS	1000.00	.00	1000.00	250.00	250.00	750.00	25%
3.42	OTHER INSURANCE	7000.00	.00	7000.00	515.80	515.80	6484.20	7%
3.51	GAS	7000.00	.00	7000.00	803.43	803.43	6196.57	11%
3.52	ELECTRICITY	18000.00	.00	18000.00	2734.72	2734.72	15265.28	15%
3.53	WATER	500.00	.00	500.00	43.13	43.13	456.87	9%
3.54	WASTE DISPOSAL SERVICES	500.00	.00	500.00	28.70	28.70	471.30	6%
3.61	BUILDING & STRUCTURES	7500.00	.00	7500.00	477.50	477.50	7022.50	6%
3.62	EQUIPMENT	1000.00	.00	1000.00	240.20	240.20	759.80	24%
3.71	REAL ESTATE	1.00	.00	1.00	.00	.00	1.00	0%
3.72	EQUIPMENT	1000.00	.00	1000.00	41.90	41.90	958.10	4%
3.91	DUES	800.00	.00	800.00	763.15	763.15	36.85	95%
3.92	INTEREST ON TEMPORARY LOANS	1.00	.00	1.00	.00	.00	1.00	0%
3.93	TAXES & ASSESSMENTS	1.00	.00	1.00	.00	.00	1.00	0%
3.94	TRANSFER TO LRF	70000.00	.00	70000.00	.00	.00	70000.00	0%
3.95	LAWN CARE & MAINTENANCE CONT.	7000.00	.00	7000.00	2404.20	2404.20	4595.80	34%
3.96	PETTY CASH	120.00	.00	120.00	.00	.00	120.00	0%
3.97	INTERVIEWING & MOVING EXP.	250.00	.00	250.00	.00	.00	250.00	0%
	LAND	1.00	.00	1.00	.00	.00	1.00	0%
4.2	BUILDINGS	1.00	.00	1.00	.00	.00	1.00	0%
4.4	FURNITURE & EQUIPMENT	15000.00	.00	15000.00	947.82	947.82	14052.18	6%
4.51	BOOKS	100000.00	.00	100000.00	2865.74	2865.74	97134.26	3%
4.52	PERIODICALS & NEWSPAPERS	25300.00	.00	25300.00	4767.60	4767.60	20532.40	19%
4.53	NONPRINTED MATERIALS	19500.00	.00	19500.00	2493.08	2493.08	17006.92	13%
4.61	BOOKS ENCUMBERED	7354.30	.00	7354.30	2880.24	2880.24	4474.06	39%
	-TOTAL-	711287.30	.00	711287.30	44307.41	44307.41	441879.89	9%

RECEIPT BREAKDOWN FOR
FEBRUARY 11, 1991

FINES and FEES..... 1070.57

DeMotte	402.25
Rensselaer	404.57
Wheatfield	263.75

PHOTOCOPIES..... 689.47

DeMotte	323.75
Rensselaer	207.57
Wheatfield	158.15

CLERICAL..... 9.50

DeMotte	4.50
Rensselaer	2.00
Wheatfield	3.00

INTEREST..... 715.87

GIFT FUNDS..... 315.00

DeMotte	315.00
Rensselaer	0.00
Wheatfield	0.00

TOTAL AMOUNT OF RECEIPTS..... 2800.41

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301 N. VAN RENSSELAER STREET
RENSSELAER, IN 47978
11 FEB 91

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
001094	3133	PAULA L. BAUGH	290.16	15 JAN 91	PAYROLL
001095	3136	SHANNON BAUNACH	75.22	15 JAN 91	PAYROLL
001096	3112	JULIE BRAY	572.00	15 JAN 91	PAYROLL
001097	3122	GLENDA BROWN	500.29	15 JAN 91	PAYROLL
001098	3131	RENEE CARR	243.06	15 JAN 91	PAYROLL
001099	3129	MARK CASSELLO	120.07	15 JAN 91	PAYROLL
001100	3128	LYNN DAUGHERTY	974.71	15 JAN 91	PAYROLL
001102	3119	MARY DUGGLEBY	388.56	15 JAN 91	PAYROLL
001103	3113	CHARLOTTE FAGEN	483.34	15 JAN 91	PAYROLL
001104	3138	PAMELA FERBER	644.79	15 JAN 91	PAYROLL
001105	3134	ROSE E. HOWARD	279.06	15 JAN 91	PAYROLL
001106	3135	KRISTIN JOHNSON	61.75	15 JAN 91	PAYROLL
001107	3123	DIANA KODY	105.33	15 JAN 91	PAYROLL
001108	3117	JOAN KOPANDA	279.28	15 JAN 91	PAYROLL
001109	03111	MARY K. MARTIN	755.33	15 JAN 91	PAYROLL
001110	3124	RYAN MORELAND	34.74	15 JAN 91	PAYROLL
001111	3130	ERICA MURRAY	50.76	15 JAN 91	PAYROLL
001112	3120	KATHLEEN PADGITT	338.78	15 JAN 91	PAYROLL
001113	3121	BONNIE POWELL	279.73	15 JAN 91	PAYROLL
001114	3139	JULIE SCHLEUDER	56.73	15 JAN 91	PAYROLL
001115	3114	SHARON SCHULENBERG	423.42	15 JAN 91	PAYROLL
001116	3125	EILEEN SPURGEON	77.57	15 JAN 91	PAYROLL
001117	3137	NICOLE SYKES	33.42	15 JAN 91	PAYROLL
001118	3115	JILL TACHTIRIS	417.52	15 JAN 91	PAYROLL
001119	3126	ELIZABETH THONE	68.87	15 JAN 91	PAYROLL
001120	3132	AMBER WARRAN	223.73	15 JAN 91	PAYROLL
001121	3118	DIANE WIER	326.83	15 JAN 91	PAYROLL
001122	3116	CHERYL WITTY	456.45	15 JAN 91	PAYROLL
001123	3127	DANIEL L. WITTY	72.55	15 JAN 91	PAYROLL
001124	3167	PAULA L. BAUGH	290.16	31 JAN 91	PAYROLL
001125	3170	SHANNON BAUNACH	84.02	31 JAN 91	PAYROLL
001126	3146	JULIE BRAY	572.00	31 JAN 91	PAYROLL
001127	3156	GLENDA BROWN	537.86	31 JAN 91	PAYROLL
001128	3165	RENEE CARR	243.06	31 JAN 91	PAYROLL
001129	3163	MARK CASSELLO	67.39	31 JAN 91	PAYROLL
001130	3162	LYNN DAUGHERTY	974.71	31 JAN 91	PAYROLL
001131	3153	MARY DUGGLEBY	388.56	31 JAN 91	PAYROLL
001132	3147	CHARLOTTE FAGEN	483.34	31 JAN 91	PAYROLL
001133	3172	PAMELA FERBER	644.79	31 JAN 91	PAYROLL
001134	3174	KIMBERLY GARNWOOD	774.33	31 JAN 91	PAYROLL
001135	3168	ROSE E. HOWARD	279.06	31 JAN 91	PAYROLL
001136	3169	KRISTIN JOHNSON	71.73	31 JAN 91	PAYROLL
001137	3157	DIANA KODY	73.87	31 JAN 91	PAYROLL
001138	3151	JOAN KOPANDA	279.28	31 JAN 91	PAYROLL
001139	03145	MARY K. MARTIN	755.33	31 JAN 91	PAYROLL
001140	3158	RYAN MORELAND	71.26	31 JAN 91	PAYROLL
001141	3164	ERICA MURRAY	67.39	31 JAN 91	PAYROLL
001142	3154	KATHLEEN PADGITT	338.78	31 JAN 91	PAYROLL

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301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
001143	3155	BONNIE POWELL	279.73	31 JAN 91	PAYROLL
001144	3173	JULIE SCHLEUDER	112.55	31 JAN 91	PAYROLL
001145	3148	SHARON SCHULENBERG	423.42	31 JAN 91	PAYROLL
001146	3159	EILEEN SPURGEON	82.19	31 JAN 91	PAYROLL
001147	3171	NICOLE SYKES	60.35	31 JAN 91	PAYROLL
001148	3149	JILL TACHIRIS	417.52	31 JAN 91	PAYROLL
001149	3160	ELIZABETH THONE	140.55	31 JAN 91	PAYROLL
001150	3166	AMBER WARRAN	223.73	31 JAN 91	PAYROLL
001151	3152	DIANE WIERS	326.83	31 JAN 91	PAYROLL
001152	3150	CHERYL WITTY	456.45	31 JAN 91	PAYROLL
001153	3161	DANIEL L. WITTY	68.60	31 JAN 91	PAYROLL
009700	3140	BANK ONE	3081.61	15 JAN 91	FICA & FED TAX WITHHELD 15 J
009701	03141	INDIANA DEFERRED COMPENSATIO	72.50	15 JAN 91	WITHHELD FROM 15 JAN 91 PAYR
009702	03142	UNITED TELEPHONE COMPANY	273.54	15 JAN 91	RENSSELAER TELEPHONE
009703	03143	NIPSCO	627.82	15 JAN 91	WHEATFIELD UTILITIES
009704	03144	PUBLIC EMPLOYEES' RETIREMENT	5852.52	15 JAN 91	QUARTERLY PAYMENT -- 4TH QUA
009705	03176	BANK ONE	3498.49	31 JAN 91	FICA & FED TAX WITHHELD 31 J
009706	03177	INDIANA DEFERRED COMPENSATIO	72.50	31 JAN 91	WITHHELD FROM 31 JAN 91 PAYR
009707	03178	INDIANA DEPARTMENT OF REVENUE	1048.08	31 JAN 91	STATE & COUNTY TAX WITHHELD
009708	03179	CITY OF RENSSELAER	480.96	31 JAN 91	RENSSELAER UTILITIES
009709	03180	AT&T	39.25	31 JAN 91	DEMOTTE TELEPHONE
009710	03181	UNITED TELEPHONE COMPANY	123.20	31 JAN 91	WHEATFIELD TELEPHONE
009711	03182	INDIANA DEPT. OF EMPLOYMENT	188.24	31 JAN 91	QUARTERLY PAYMENT -- 4TH QUA
009712	03183	INDIANA DEPT. OF EMPLOYMENT	667.43	31 JAN 91	ADDITIONAL PAYMENT FOR 1990
009713	03184	CIALSA	45.00	31 JAN 91	REGISTRATION FOR GENRE WORKS
009715	03190	ACE HARDWARE	66.02	11 FEB 91	JANITORIAL SUP. & REPAIR PAR
009716	03191	BAKER & TAYLOR	497.35	11 FEB 91	BOOKS
009717	03192	BAKER & TAYLOR	1552.47	11 FEB 91	BOOKS
009718	03193	BAKER & TAYLOR	207.00	11 FEB 91	LEASE BOOKS -- WHEATFIELD
009719	03194	BIERMA HARDWARE	18.33	11 FEB 91	SALT -- WHEATFIELD
009720	03195	BRODART CO.	84.24	11 FEB 91	SYSDAC TAPE
009721	03196	CAMELOT MUSIC, INC.	403.84	11 FEB 91	COMPACT DISCS
009722	03197	CHILDRENS PRESS	79.76	11 FEB 91	BOOKS
009723	03198	CONSOLIDATED INSURANCE AGENC	250.00	11 FEB 91	BOILER & MACHINERY COVERAGE
009724	03199	CUYAHOGA COUNTY PUBLIC LIBRA	4.50	11 FEB 91	INTERLIBRARY LOAN BOOK NOT R
009725	03200	DEALERS COSTS CORP.	69.00	11 FEB 91	BOOKS
009726	03201	DEMCO	739.78	11 FEB 91	MAGAZINE CASES--DEM & PROCES
009727	03202	DEVOUNG PLUMB, HTG, & AIR CO	30.00	11 FEB 91	PLUMBING SERVICE AT RENSSELA
009728	03203	ECONO-CLAD BOOKS	63.87	11 FEB 91	BOOKS
009729	03204	ENCYCLOPAEDIA BRITANNICA ED.	95.00	11 FEB 91	BOOKS
009730	03205	GREAT WESTERN SUPPLY	49.09	11 FEB 91	TAPE
009731	03206	GAYLORD BROS.	175.70	11 FEB 91	EQUIPMENT
009732	03207	HARVEY'S	15.70	11 FEB 91	JANITORIAL SUPPLIES -- REN &
009733	03208	HERITAGE OFFICE PRODUCTS, IN	1894.46	11 FEB 91	OFF.SUP,EQUIPMENT,SERVICE CO
009734	03209	HOOK'S	35.75	11 FEB 91	NEWSPAPERS -- DEMOTTE
009735	03210	INGRAM	52.60	11 FEB 91	VIDEOCASSETTES
009736	03211	JAMES TREE & PAINTING SERVIC	300.00	11 FEB 91	TRIM TREES & CLEAN GUTTERS--
009737	03212	JULIE BRAY	19.50	11 FEB 91	MILEAGE
009738	03213	K.V.ELECTRIC	40.00	11 FEB 91	CHECK ELECTRIC SERVICE--WHEA
009739	03214	LYNN DAUGHERTY	57.75	11 FEB 91	MILEAGE
009740	03215	MARGE HOHNER	27.00	11 FEB 91	MILEAGE
009741	03216	NEWSBANK	2385.15	11 FEB 91	SUBSCRIPTION & MICRO COPY PA
009742	03217	NIPSCO	518.96	11 FEB 91	DEMOTTE UTILITIES
009743	03218	NIPSCO	1537.08	11 FEB 91	WHEATFIELD UTILITIES
009744	03219	NORTHWESTERN INDIANA TELEPHO	75.71	11 FEB 91	DEMOTTE TELEPHONE
009745	03220	DOMS DISPOSAL SERVICE INC.	11.50	11 FEB 91	TRASH PICK-UP--DEMOTTE

CHECK REGISTER

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301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

11 FEB 91

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
009746	03221	POSTMASTER GENERAL	135.00	11 FEB 91	POSTAGE
009747	03222	PAM FERBER	9.50	11 FEB 91	SOUTH SHORE TRAIN TICKETS TO
009748	03223	PRYOR RESOURCES INC.	59.00	11 FEB 91	CONFERENCE REGISTRATION FOR
009749	03224	QUILL	378.12	11 FEB 91	OFFICE SUPPLIES & DESK CHAIR
009750	03225	R.R. BOWKER	124.64	11 FEB 91	BOOKS
009751	03226	R W POOL CO., INC.	72.89	11 FEB 91	JANITORIAL SUPPLIES -- DEM &
009752	03227	RENSSELAER REPUBLICAN	14.50	11 FEB 91	JANITOR AD FOR RENSSELAER
009753	03228	SECURITY COURIERS, INC.	323.68	11 FEB 91	TRANSPORT BETWEEN BRANCHES
009754	03229	STANDARD & POOR'S CORP.	525.00	11 FEB 91	BOOKS
009755	03230	THE L.O.M. CORPORATION	6499.50	11 FEB 91	ARCHITECTURAL SERVICES--RENS
009756	03231	THE LIBRARY STORE, INC.	145.20	11 FEB 91	PROCESSING SUPPLIES
009757	03232	THE VIDETTE MESSENGER	94.20	11 FEB 91	SUBSCRIPTION -- WHEATFIELD
009758	03233	WABASH VALLEY LIBRARY NETWOR	280.00	11 FEB 91	REGISTRATION FOR DAUGHERTY &
009759	03234	WALLMANN'S	6.43	11 FEB 91	JANITORIAL SUPPLIES -- RENS
009760	03235	JOHN WILEY & SONS, INC.	18.60	11 FEB 91	BOOKS
009761	03236	CHERYL A. WITTY	21.32	11 FEB 91	WHEATFIELD PETTY CASH REIMBU
ADJ. ENTR	3175	JASPER COUNTY PUBLIC LIBRARY	100000.00	31 JAN 91	CD MATURED -- 001-045-620336
COR. ENTR	03186	JASPER COUNTY PUBLIC LIBRARY	-50000.00	31 JAN 91	WRONG FUND # ON VOUCHER 3175
COR. ENTR	03188	JASPER COUNTY PUBLIC LIBRARY	-50000.00	31 JAN 91	WRONG FUND # ON VOUCHER 3175
COR. ENTR	03189	JASPER COUNTY PUBLIC LIBRARY	100000.00	31 JAN 91	WRONG FUND # ON VOUCHER 3175

--TOTAL AMOUNT OF CLAIMS-- 154358.72

ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 4 pages, and except for claims not allowed as shown on the Register, such claims are hereby allowed in the total amount of 154358.72. Dated 11 FEB 91.

{-----BANK BALANCES-----}
 DATE {11 FEB 91}

A1 {BANK ONE CHECKING	}	B1 {	89866.69}
A2 {CERTIFICATE OF DEPOSIT #1	}	B2 {	.00}
A3 {CERTIFICATE OF DEPOSIT #2	}	B3 {	119000.00}
A4 {FIRST OF AMERICA	}	B4 {	9358.14}
A5 {DEMOTTE STATE BANK	}	B5 {	7371.59}
A6 {INDIANA FEDERAL	}	B6 {	17270.33}
A7 {LAFAYETTE NATIONAL BANK	}	B7 {	2527.14}
A8 {	}	B8 {	.00}
A9 {	}	B9 {	.00}
TOTAL		B10{	245393.89}

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT
JANUARY 1991

	RENSELAER	DEMOTTE	WHEATFIELD	TOTAL
REGISTRATIONS				
Borrowers--Beginning of month:				12963 13151
Resident	111	74	52	237
Non-resident				0
Expired cards	23	19	6	48
Total Registered				13152 13340
REFERENCE QUESTIONS				
Telephone				
Directional	30	72	49	151
Reference	38	192	82	312
In-person				
Directional	95	139	138	372
Reference	122	644	146	912
Total	285	1047	415	1747
INTRALIB. LOAN ITEMS FILLED	52	63	56	171
LOCAL HISTORY				
In person	9			
Microfilms used	7			
Letters	1			
IN-HOUSE USE OF HARDWARE/SOFTWARE				
Computer agreements	89		51	
Software used	113		84	
VCR Use				
Microforms	9			
Other			1	
(XXX				
INTERLIBRARY LOANS (SYSTEM)				
Requests made for:	85	87	19	
Items rec'd for:	65	57	15	
Items outstanding:	20	30	4	
Items from Ind. libs.	53	50	13	
Items requested by other libraries				
Items supplied to other libraries				
Info requests answd for other libs				
Info requests sent				

CIRCULATION STATISTICS

[illegible]

[illegible]

JASPER COUNTY PUBLIC LIBRARY ANNUAL REPORT 1990

	RENSELAER	DEMOTTE	WHEATFIELD	TOTAL
REGISTRATIONS				
Borrowers--Beginning of year				12963
Resident				12306
Non-resident				
Expired cards				
Total Registered				12839
REFERENCE QUESTIONS				
Telephone				
Directional	716	626	1259	2601
Reference	1303	2198	1223	4724
In-person				
Directional	1659	484	1555	3698
Reference	3504	3571	1952	9027
Total	7182	6879	5989	20050
INTRALIB. LOAN ITEMS FILLED	738	699	645	2082
LOCAL HISTORY				
In person	98			
Microfilms used	70			
Letters	35			
IN-HOUSE USE OF HARDWARE/SOFTWARE				
Computer agreements	825		972	
Software used	1364		1779	
VCR Use	7		10	
Microforms	200			
Other			4	
XX				
INTERLIBRARY LOANS (SYSTEM)				
Requests made for:	916	907	364	
Items rec'd for:	717	784	226	
Items outstanding:	199	123	138	
Items from Ind. libs.				
Items requested by other libraries				
Items supplied to other libraries				
Info requests answd for other libs				
Info requests sent				

CIRCULATION STATISTICS--1990

	RENSSELAER					DEMOTTE					WHEATFIELD				
	ADDED		WITHDRAWN		C	ADDED		WITHDRAWN		C	ADDED		WITHDRAWN		C
	V	T	V	T	I	V	T	V	T	I	V	T	V	T	I
	O	I	O	I	R	O	I	O	I	R	O	I	O	I	R
	L	T	L	T	C	L	T	L	T	C	L	T	L	T	C
	U	L	U	L	U	U	L	U	L	U	U	L	U	L	U
	M	E	M	E	L	M	E	M	E	L	M	E	M	E	L
	E		E		ATION	E		E		ATION	E		E		ATION
XX															

FAX USE FOR 1990

	RENSSELAER	DEMOTTE	WHEATFIELD	TOTAL
NUMBER OF PAGES SENT:				
Interlibrary loan	619	253	378	1,274
Interoffice memos	223	270	56	549
Other library business	135		7	142
XX				
TOTAL	977	547	441	1,965

NUMBER OF PAGES REC'D (library business)	689	585	494	1,768
---	-----	-----	-----	-------

FAX MACHINE COSTS

Set monthly line charges	\$449.52	\$272.40	\$464.88	\$1186.80
Long distance charges	\$198.79	\$177.00	\$18.48	\$394.27
XX				
TOTAL	\$652.15	\$449.40	\$483.36	\$914.73

Annual Cost of Service Contract	\$120.00	\$120.00	\$120.00	\$360.00
XX				
GRAND TOTAL OF ANNUAL COSTS	\$772.15	\$569.40	\$603.36	\$1,274.73

TOTAL TELEPHONE COSTS:	1988.....\$4,814
	1989.....\$5,804
	1990.....\$7,116

The increase in total phone costs from 1989 to 1990 is \$400 more than the increase from 1988 to 1989. If we assume that only \$400 of the increased phone costs are due to FAX use, our cost for FAX machines and their operations is the original cost of equipment (\$5,275.00), plus about \$400 per year and \$73.32 for FAX supplies = \$473.32 (plus original equipment cost).

Patron Use	RENSSELAER	DEMOTTE	WHEATFIELD	TOTAL
Pages sent,rec'd	143	158	181	482
\$ received				\$497.35

Patron fees offset all annual costs of the service.

WHAT HAVE WE ACCOMPLISHED IN 1990?

....At the end of 1990, over 1/2 the population of our service area hold library cards (about a 500 net increase over the beginning of the year)

....Our libraries have almost 70,000 books (Rensselaer--37,247; Wheatfield--16,146, DeMotte--20,586). We added 7,164 books in 1990.

....We have 965 videos, having added 249 in 1990.

....We have 2,933 audio materials, including cassettes, records and compact discs. We added 508 audiocassettes and Cd's this year.

....We have 199 computer software discs, having added 98 this year. (This is not 199 titles, however; some titles have several discs.)

....We subscribe to 191 different magazine titles in our system.

....In 1990, we checked out 8% more items than in 1989, and we answered 52% more reference questions. At Rensselaer, we actually had a 78% increase in reference questions.

....We had 48 fewer programs this year than last, serving 1,680 persons less than the year before. (This is a situation we will be correcting this year, now that we have professional staff in place in all libraries.)

....We sent or received 3,733 sheets of paper through our FAX machines with patron fees offsetting all annual costs of the service (see separate FAX report).

....One or more Board members attended 37 meetings during 1990. These included Board meetings, budget and building committee meetings, a trip to visit several new libraries, District meeting, ILA, the Wheatfield flagpole dedication, and 3 NILBA meetings.

I think we have accomplished much for which we can be proud.

MAR

AGENDA.....March 4, 1991
Monthly Meeting Rensselaer Library
Jasper County Public Library Board of Trustees
7:00 PM

1. Minutes
2. Bills/Financial reports
 - 2.1 Bills to be allowed/Paychecks
 - 2.2 Financial statements
 - 2.3 Approval of transfer of \$2580 from Levy Excess Fund to Library Operating Fund
3. Director's report
 - 3.1 Circulation
 - 3.2 Activities
4. Special March 18 meeting date
5. ILA Conference
6. Automation of the library
7. Wheatfield Business
8. DeMotte Business
9. Rensselaer Business
10. Adjournment

MINUTES.....FEBRUARY 11, 1991
Rensselaer Library Library Board Meeting
7:00 PM

Present: Will Doty, Barbara Leestma, Marge Hohner, Mary Linda Casey, Bob Souza, Miriam Lawyer, Trustees; Lynn Daugherty, Director; Kim Rothenberger, Architect; Bill Moriarty, Attorney

Board of Finance: At 7:05 pm the Board of Finance of the Jasper County Public Library met. Proposals for depository designation were received from Indiana Federal, First of America, DeMotte State Bank, Indiana National, Bank One and First Federal. On a motion by B. Leestma, seconded by M.L. Casey, the board voted unanimously to award contracts as depositories to all banks, except that First Federal will not be eligible to receive a portion of daily deposits, since their daily deposits within the JCPL taxing district are less than 2% of the total daily deposits of all banks within the taxing district. They will, however, be eligible to be considered for purchase of CD's. By consensus, this meeting adjourned at 7:10 pm.

Rensselaer Building Plans: The regular meeting of the Board of Trustees began at 7:10 PM with a presentation by K. Rothenberger of the plans for the new Rensselaer Library. The Board decided by consensus to eliminate consideration of any basement for the building. A motion was made by B. Souza, seconded by W. Doty, to accept the plan as presented without the basement and with the option to make minor changes to the internal configurations. The motion was unanimously approved.

A discussion followed about timing of soil borings, land surveys and preparation of construction documents. It was decided that these could begin as soon as the bond issue has progressed beyond the remonstrance period. B. Moriarty stated that he would like the construction bidding to occur just previous to the bond sale, probably in July or August.

On a motion by W. Doty, seconded by B. Souza, the Board voted to add \$400,000 for automation of the libraries to the total building project cost, and press for the passage of a bond issue of \$3,900,000. Voting for the motion were B. Souza, B. Leestma, W. Doty, M. Hohner, M. Lawyer. Voting against the motion was M.L. Casey.

On a motion by B. Souza, seconded by W. Doty, the Board voted unanimously to make plans for a 15 year bond issue.

It was decided that March 4 would be the target date for all completed petitions to be turned in to the Jasper County Library Board. If the Board decided to continue accepting petitions for a longer period of time, a March 18 Board meeting would be considered.

The Board voted to hire Ice Miller Donadio and Ryan as bond counsel on a motion by W. Doty, seconded by B. Souza.

The Board agreed by consensus to give B. Moriarty and L. Daugherty authority to work out the final arrangements with the K.V. School Corporation for the land needed by the library for the DeMotte building and the land needed for a parking lot. Moriarty and Daugherty were instructed to negotiate the best price possible on the 25' strip of land owned by Bud Hubers, on a motion by W. Doty, seconded by B. Souza.

Minutes: The minutes of the January 14 board meeting were approved on a motion by W. Doty, seconded by M. Hohner.

Bills, Financial Statements: Bills, payroll and financial statements were approved on a motion by M.L. Casey, seconded by B. Leestma.

Rensselaer business: The Board told the Director to proceed as she saw fit in the matter of reassigning of staff and awarding of vacation time.

Media Minds grant: The Board approved the signing by the Director of a grant to bring author Valiska Gregory to the Jasper County schools in May.

The Board adjourned at 10:10 PM on a motion by M. Hohner, seconded by B. Souza.

Miriam Souza
Barbara Leestma

FINANCIAL STATEMENT
JASPER COUNTY PUBLIC LIBRARY

MARCH 4, 1991

	Beginning Balance	Receipts	Disbursements	Ending Balance
Operating Fund	191291.42	1846.94	39224.43	153913.93
Gift Funds				
DeMotte	3369.75	35.00	0.00	3404.75
Rensselaer	2973.51	1275.00	1272.19	2976.32
Wheatfield	976.48	0.00	0.00	976.48
Bond and Interest Funds				
DeMotte	0.00	0.00	0.00	0.00
Wheatfield	20049.11	0.00	0.00	20049.11
LIRF Fund	22971.50	0.00	0.00	22971.50
Petty Cash Funds				
DeMotte	30.00	0.00	0.00	30.00
Rensselaer	60.00	0.00	0.00	60.00
Wheatfield	30.00	0.00	0.00	30.00
Reciprocal Borrowing Fund	0.00	0.00	0.00	0.00
Levy Excess Fund	2580.00	0.00	0.00	2580.00
P.E.R.F.	668.25	0.00	-683.16	1351.41
Reserve for Insurance	393.87	0.00	-162.70	556.57
TOTAL ALL FUNDS	245393.89	3156.94	39650.76	208900.07

RECEIPT BREAKDOWN FOR
MARCH 4, 1991

FINES and FEES..... 792.91

DeMotte	246.90
Rensselaer	391.41
Wheatfield	154.60

PHOTOCOPIES..... 626.29

DeMotte	258.70
Rensselaer	271.54
Wheatfield	96.05

CARDS..... 14.50

DeMotte	1.50
Rensselaer	12.50
Wheatfield	.50

INTEREST..... 413.24

GIFT FUNDS..... 1310.00

DeMotte	35.00
Rensselaer	1275.00
Wheatfield	0.00

TOTAL AMOUNT OF RECEIPTS..... 3156.94

(-----BANK BALANCES-----)
DATE 04 MAR 91}

A1 (BANK ONE CHECKING	}	B1 (	52512.98}
A2 (CERTIFICATE OF DEPOSIT #1	}	B2 (	.00}
A3 (CERTIFICATE OF DEPOSIT #2	}	B3 (	119000.00}
A4 (FIRST OF AMERICA	}	B4 (	9648.61}
A5 (DEMOTTE STATE BANK	}	B5 (	7941.01}
A6 (INDIANA FEDERAL	}	B6 (	17270.33}
A7 (LAFAYETTE NATIONAL BANK	}	B7 (	2527.14}
A8 (	}	B8 (	.00}
A9 (	}	B9 (	.00}
TOTAL		B10 (	208900.07}

APPROPRIATION REPORT
----- JASPER COUNTY PUBLIC LIBRARY -----

04 MAR 91

ERATING FUND ACMT #	DESCRIPTION	ANNUAL APPROPRIATION	CHANGE TO APPROPRIATION	CURRENT APPROPRIATION	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	APPROPRIATION BALANCE	% SPENT Y-T-D
1.11	SALARY OF LIBRARIAN	33920.00	.00	33920.00	2926.68	5653.36	28266.64	17%
1.12	SALARY OF ASSISTANTS	266745.00	.00	266745.00	21983.41	43212.61	223552.39	16%
1.13	WAGES OF JANITORS	15520.00	.00	15520.00	1037.31	1901.99	13618.01	12%
1.21	EMPLOYER'S SHARE-FICA	24172.00	.00	24172.00	1977.33	3883.79	20288.21	16%
1.22	UNEMPLOYMENT COMPENSATION	2000.00	.00	2000.00	.00	855.67	1144.33	43%
1.23	EMPLOYER'S CONTRIBUTION - PERF	16931.00	.00	16931.00	.00	4051.75	12879.25	24%
1.24	EMPLOYER'S CONTRIBUTION - INS.	6000.00	.00	6000.00	.00	.00	6000.00	0%
1.31	OTHER PERSONAL SERVICES	2000.00	.00	2000.00	.00	.00	2000.00	0%
2.11	OFFICIAL RECORDS	1000.00	.00	1000.00	.00	487.30	512.70	49%
2.12	STATIONERY AND PRINTING	900.00	.00	900.00	.00	.00	900.00	0%
2.13	OTHER OFFICE SUPPLIES	3250.00	.00	3250.00	113.62	392.81	2857.19	12%
2.21	CLEANING & SANITATION SUPPLIES	3900.00	.00	3900.00	43.37	237.71	3662.29	6%
2.22	FUEL, OIL & LUBRICANTS	100.00	.00	100.00	.00	.00	100.00	0%
2.23	OTHER OPERATING SUPPLIES	100.00	.00	100.00	.00	.00	100.00	0%
2.31	BUILDING MATERIALS & SUPPLIES	750.00	.00	750.00	.00	1.97	748.03	1%
2.32	PAINT AND PAINTING SUPPLIES	200.00	.00	200.00	.00	.00	200.00	0%
2.33	REPAIR PARTS	250.00	.00	250.00	40.77	58.45	191.55	23%
2.41	LIBRARY SUPPLIES	8000.00	.00	8000.00	531.34	808.91	7191.09	10%
2.42	OTHER SUPPLIES	2000.00	.00	2000.00	.00	177.40	1802.60	10%
3.11	CONSULTING SERVICES	1000.00	.00	1000.00	.00	.00	1000.00	0%
3.12	ENGINEERING & ARCH. SERVICES	1000.00	.00	1000.00	2745.50	9245.00	-8245.00	925%
3.13	LEGAL SERVICES	1500.00	.00	1500.00	.00	.00	1500.00	0%
3.14	OTHER PROFESSIONAL SERVICES	5500.00	.00	5500.00	202.68	938.32	4561.68	17%
3.21	TELEPHONE	9000.00	.00	9000.00	465.84	1052.97	7947.03	12%
3.22	POSTAGE	3500.00	.00	3500.00	158.64	673.63	2826.37	19%
3.23	TRAVELING EXPENSE	5000.00	.00	5000.00	75.25	200.00	4800.00	4%
3.24	PROFESSIONAL MEETINGS	6000.00	.00	6000.00	75.00	459.00	5541.00	8%
3.25	FREIGHT	200.00	.00	200.00	.00	.00	200.00	0%
3.31	ADVERTISING & PUBLIC NOTICES	1500.00	.00	1500.00	.00	14.50	1485.50	1%
3.32	OTHER PRINTING	500.00	.00	500.00	.00	.00	500.00	0%
3.41	OFFICIAL BONDS	1000.00	.00	1000.00	.00	250.00	750.00	25%
3.42	OTHER INSURANCE	7000.00	.00	7000.00	.00	515.80	6484.20	7%
3.51	GAS	7000.00	.00	7000.00	848.55	1651.98	5348.02	24%
3.52	ELECTRICITY	18000.00	.00	18000.00	799.99	3534.71	14465.29	20%
3.53	WATER	500.00	.00	500.00	44.18	87.31	412.69	17%
3.54	WASTE DISPOSAL SERVICES	500.00	.00	500.00	28.70	57.40	442.60	11%
3.61	BUILDING & STRUCTURES	7500.00	.00	7500.00	307.28	784.78	6715.22	10%
3.62	EQUIPMENT	1000.00	.00	1000.00	.00	240.20	759.80	24%
3.71	REAL ESTATE	1.00	.00	1.00	.00	.00	1.00	0%
3.72	EQUIPMENT	1000.00	.00	1000.00	24.90	66.80	933.20	7%
3.91	DUES	800.00	.00	800.00	20.00	783.15	16.85	98%
3.92	INTEREST ON TEMPORARY LOANS	1.00	.00	1.00	.00	.00	1.00	0%
3.93	TAXES & ASSESSMENTS	1.00	.00	1.00	.00	.00	1.00	0%
3.94	TRANSFER TO LIFE	70000.00	.00	70000.00	.00	.00	70000.00	0%
3.95	LAWN CARE & MAINTENANCE CONT.	7000.00	.00	7000.00	255.00	2659.20	4340.80	38%
3.96	FETTY CASH	120.00	.00	120.00	.00	.00	120.00	0%
3.97	INTERVIEWING & MOVING EXP.	250.00	.00	250.00	.00	.00	250.00	0%
4.1	LAND	1.00	.00	1.00	.00	.00	1.00	0%
4.2	BUILDINGS	1.00	.00	1.00	.00	.00	1.00	0%
4.4	FURNITURE & EQUIPMENT	15000.00	.00	15000.00	193.65	1141.47	13858.53	8%
4.51	BOOKS	100000.00	.00	100000.00	3457.83	6323.57	93676.43	6%
4.52	PERIODICALS & NEWSPAPERS	25000.00	.00	25000.00	401.70	5169.30	20130.70	20%
4.53	NONPRINTED MATERIALS	19500.00	.00	19500.00	242.83	2735.91	16764.09	14%
4.61	BOOKS ENCUMBERED	7354.30	.00	7354.30	323.08	3203.32	4150.98	44%
	-TOTAL-	711287.30	.00	711287.30	39224.43	103532.04	607755.26	15%

CHECK REGISTER
----- JASPER COUNTY PUBLIC LIBRARY -----

301 N. VAN RENSSELAER STREET
RENSSELAER, IN 47978

PAGE 1

04 MAR 91

Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
001154	3259	PAULA L. BAUGH	290.16	15 FEB 91	PAYROLL
001155	3262	SHANNON BAUNACH	104.59	15 FEB 91	PAYROLL
001156	3238	JULIE BRAY	572.00	15 FEB 91	PAYROLL
001157	3248	GLENDA BROWN	419.73	15 FEB 91	PAYROLL
001158	3257	RENEE CARR	243.06	15 FEB 91	PAYROLL
001159	3255	MARK CASSELLO	79.94	15 FEB 91	PAYROLL
001160	3254	LYNN DAUGHERTY	974.71	15 FEB 91	PAYROLL
001161	3245	MARY DUGGLEBY	388.56	15 FEB 91	PAYROLL
001162	3239	CHARLOTTE FAGEN	483.34	15 FEB 91	PAYROLL
001163	3264	PAMELA FERBER	644.79	15 FEB 91	PAYROLL
001164	3266	KIMBERLY GARWOOD	673.58	15 FEB 91	PAYROLL
001165	3260	ROSE E. HOWARD	279.06	15 FEB 91	PAYROLL
001166	3261	KRISTIN JOHNSON	60.35	15 FEB 91	PAYROLL
001167	3249	DIANA KOBY	117.75	15 FEB 91	PAYROLL
001168	3243	JOAN KOFANDA	279.28	15 FEB 91	PAYROLL
001169	03237	MARY K. MARTIN	755.33	15 FEB 91	PAYROLL
001170	3250	RYAN MORELAND	71.26	15 FEB 91	PAYROLL
001171	3256	ERICA MURRAY	67.39	15 FEB 91	PAYROLL
001172	3246	KATHLEEN PADGITT	338.78	15 FEB 91	PAYROLL
001173	3247	BONNIE POWELL	279.73	15 FEB 91	PAYROLL
001174	3265	JULIE SCHLEUDER	131.38	15 FEB 91	PAYROLL
001175	3240	SHARON SCHULENBERG	423.42	15 FEB 91	PAYROLL
001176	3251	EILEEN SPURGEON	78.08	15 FEB 91	PAYROLL
001177	3263	NICOLE SYKES	77.41	15 FEB 91	PAYROLL
001178	3241	JILL TACHTIRIS	417.52	15 FEB 91	PAYROLL
001179	3252	ELIZABETH THONE	130.82	15 FEB 91	PAYROLL
001180	3258	AMBER WARRAN	223.73	15 FEB 91	PAYROLL
001181	3244	DIANE WIERS	326.83	15 FEB 91	PAYROLL
001182	3242	CHERYL WITTY	456.45	15 FEB 91	PAYROLL
001183	3253	DANIEL L. WITTY	91.46	15 FEB 91	PAYROLL
001184	3292	PAULA L. BAUGH	290.16	28 FEB 91	PAYROLL
001185	3295	SHANNON BAUNACH	96.02	28 FEB 91	PAYROLL
001186	3272	JULIE BRAY	572.00	28 FEB 91	PAYROLL
001187	3282	GLENDA BROWN	419.73	28 FEB 91	PAYROLL
001188	3290	RENEE CARR	243.06	28 FEB 91	PAYROLL
001189	3298	MARK CASSELLO	54.85	28 FEB 91	PAYROLL
001190	3287	LYNN DAUGHERTY	974.71	28 FEB 91	PAYROLL
001191	3279	MARY DUGGLEBY	388.56	28 FEB 91	PAYROLL
001192	3273	CHARLOTTE FAGEN	483.34	28 FEB 91	PAYROLL
001193	3297	PAMELA FERBER	644.79	28 FEB 91	PAYROLL
001194	3299	KIMBERLY GARWOOD	673.58	28 FEB 91	PAYROLL
001195	3293	ROSE E. HOWARD	279.06	28 FEB 91	PAYROLL
001196	3294	KRISTIN JOHNSON	61.77	28 FEB 91	PAYROLL
001197	3283	DIANA KOBY	73.87	28 FEB 91	PAYROLL
001198	3277	JOAN KOFANDA	279.28	28 FEB 91	PAYROLL
001199	03271	MARY K. MARTIN	755.33	28 FEB 91	PAYROLL
001200	3284	RYAN MORELAND	71.26	28 FEB 91	PAYROLL
001201	3289	ERICA MURRAY	34.03	28 FEB 91	PAYROLL

CHECK REGISTER

----- JASPER COUNTY PUBLIC LIBRARY -----

301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

04 MAR 91

PAGE 1

Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
001202	3280	KATHLEEN PADGITT	338.78	28 FEB 91	PAYROLL
001203	3281	BONNIE POWELL	279.73	28 FEB 91	PAYROLL
001204	3298	JULIE SCHLEUDER	90.77	28 FEB 91	PAYROLL
001205	3274	SHARON SCHULENBERG	423.42	28 FEB 91	PAYROLL
001206	3285	EILEEN SPURGEON	86.30	28 FEB 91	PAYROLL
001207	3296	NICOLE SYKES	84.54	28 FEB 91	PAYROLL
001208	3275	JILL TACHTIRIS	417.52	28 FEB 91	PAYROLL
001209	3286	ELIZABETH THONE	156.79	28 FEB 91	PAYROLL
001210	3300	JOHN TOWNSEND	185.60	28 FEB 91	PAYROLL
001211	3291	AMBER WARRAN	223.73	28 FEB 91	PAYROLL
001212	3278	DIANE WIERS	326.83	28 FEB 91	PAYROLL
001213	3276	CHERYL WITTY	456.45	28 FEB 91	PAYROLL
009762	3267	BANK ONE	3396.53	15 FEB 91	FICA & FED TAX WITHHELD 15 F
009763	03268	INDIANA DEFERRED COMPENSATIO	72.50	15 FEB 91	WITHHELD FROM 15 FEB 91 PAYR
009764	03269	UNITED TELEPHONE COMPANY	269.24	15 FEB 91	RENSSELAER TELEPHONE
009765	03270	ALSA 2	75.00	15 FEB 91	REGISTRATION FOR DAUGHERTY
009766	3301	BANK ONE	3404.01	28 FEB 91	FICA & FED TAX WITHHELD 28 F
009767	03302	INDIANA DEFERRED COMPENSATIO	72.50	28 FEB 91	WITHHELD FROM 28 FEB 91 PAYR
009768	03303	INDIANA DEPARTMENT OF REVENUE	1086.98	28 FEB 91	STATE & COUNTY TAX WITHHELD
009769	03304	AT&T	73.75	28 FEB 91	DEMOTTE TELEPHONE
009770	03305	CITY OF RENSSELAER	497.76	28 FEB 91	RENSSELAER UTILITIES
009771	03306	NIPSCO	739.25	28 FEB 91	WHEATFIELD UTILITIES
009772	03307	UNITED TELEPHONE COMPANY	122.85	28 FEB 91	WHEATFIELD TELEPHONE
009773	03308	ACE HARDWARE	43.37	04 MAR 91	JANITORIAL SUPPLIES-DEMOTTE
009774	03309	AMERICAN LIBRARY ASSOCIATION	136.91	04 MAR 91	POSTERS AND BOOKMARKS
009775	03310	ABC SCHOOL SUPPLY INC.	216.48	04 MAR 91	TOYS
009776	03311	BAKER & TAYLOR	394.73	04 MAR 91	BOOKS
009777	03312	BAKER & TAYLOR	1533.45	04 MAR 91	BOOKS
009778	03313	BAKER & TAYLOR	414.00	04 MAR 91	LEASE BOOKS-RENSSELAER
009779	03314	BARB FERNANDEZ	150.00	04 MAR 91	SNOW REMOVAL
009780	03315	BRAD HANSEN	105.00	04 MAR 91	SNOW REMOVAL
009781	03316	BRODART CO.	174.48	04 MAR 91	SYSDAC TAPE
009782	03317	CHARLOTTE FAGEN	61.75	04 MAR 91	MILEAGE & TOLLS
009783	03318	CHILDRENS PRESS	501.02	04 MAR 91	BOOKS
009784	03319	CONGRESSIONAL QUARTERLY INC.	329.00	04 MAR 91	SUBSCRIPTION
009785	03320	DISCOVERY TOYS	402.51	04 MAR 91	TOYS
009786	03321	ENCYCLOPAEDIA BRITANNICA ED.	320.65	04 MAR 91	BOOKS
009787	03322	FAGEN PHARMACY	8.09	04 MAR 91	LIBRARY SUPPLIES-DEMOTTE
009788	03323	FAS-TRACK COMPUTER PRODUCTS	38.95	04 MAR 91	COMPUTER SOFTWARE
009789	03324	HARVEY'S	6.40	04 MAR 91	OFFICE SUPPLIES
009790	03325	HERITAGE OFFICE PRODUCTS, IN	107.22	04 MAR 91	OFFICE SUPPLIES
009791	03326	INDIANA HISTORICAL SOCIETY	20.00	04 MAR 91	DUES
009792	03327	JOHN WILEY & SONS, INC.	8.58	04 MAR 91	BOOKS
009793	03328	KAPLAN SCHOOL SUPPLY CORP.	659.18	04 MAR 91	TOYS
009794	03329	MARGE HOHNER	13.50	04 MAR 91	MILEAGE
009795	03330	MARSHALL CAVENDISH CORPORATI	299.20	04 MAR 91	BOOKS
009796	03331	NIPSCO	474.51	04 MAR 91	DEMOTTE UTILITIES
009797	03332	OXFORD UNIVERSITY PRESS	74.73	04 MAR 91	BOOKS

CHECK REGISTER

----- JASPER COUNTY PUBLIC LIBRARY -----

301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

04 MAR 91

PAGE 3

Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
009798	03333	POSTMASTER GENERAL	116.00	04 MAR 91	POSTAGE STAMPS
009799	03334	QUILL	191.87	04 MAR 91	FILE CABINET -- RENSSELAER
009800	03335	READER'S DIGEST ASSOCIATION	12.70	04 MAR 91	SUBSCRIPTION -- WHEATFIELD
009801	03336	RENSSELAER REPUBLICAN	60.00	04 MAR 91	SUBSCRIPTION -- DEMOTTE
009802	03337	ROURKE PUBLISHING GROUP	234.55	04 MAR 91	BOOKS
009803	03338	SECURITY COURIERS, INC.	202.68	04 MAR 91	TRANSPORT BETWEEN BRANCHES
009804	03339	SMITH TRUE VALUE FARM STORE	40.77	04 MAR 91	BALLASTS -- RENSSELAER
009805	03340	STANLEY STEEMER	307.28	04 MAR 91	CLEAN & DISINFECT BASEMENT--
009806	03341	TEETERS CULLIGAN	34.80	04 MAR 91	COOLER RENTAL & WATER
009807	03342	THE L.O.M. CONFORATION	2745.50	04 MAR 91	ARCHITECTURAL SERIVCES--RENS
009808	03343	UPSTART	159.50	04 MAR 91	BOOK BAGS -- SUMMER READING
009809	03345	WONDERSTORMS	52.36	04 MAR 91	SUMMER READING SUPPLIES
009810	03346	CHERYL A. WITTY	44.42	04 MAR 91	RENSSELAER PETTY CASH REIMBU
009811	03347	SELECTVIDEO	197.90	04 MAR 91	VIDEOCASSETTES

--TOTAL AMOUNT OF CLAIMS-- 39650.76

ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 3 pages, and except for claims not allowed as shown on the Register, such claims are hereby allowed in the total amount of 39650.76. Dated 04 MAR 91.

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT
FEBRUARY 1991

	RENSSELAER	DEMOTTE	WHEATFIELD	TOTAL
REGISTRATIONS				
Borrowers---Beginning of month:				13152
Resident	89	39	21	149
Non-resident	1			1
Expired cards	54	53	10	117
Non-resident	3			3
Total Registered				13211
				13182
REFERENCE QUESTIONS				
Telephone				
Directional	231	155	80	466
Reference	254	226	120	600
In-person				
Directional	627	299	105	1031
Reference	440	921	209	1570
Total	1552	1601	514	3667
INTRALIB. LOAN ITEMS FILLED	109	135	68	312
LOCAL HISTORY				
In person	10			
Microfilms used	7			
Letters	1			
IN-HOUSE USE OF HARDWARE/SOFTWARE				
Computer agreements	81		58	
Software used	110		89	
VCR Use	1			
Microforms	14			
Other				
XX				
INTERLIBRARY LOANS(SYSTEM)				
Requests made for:	66	53	9	
Items rec'd for:	51	42	8	
Items outstanding:	15	11	1	
Items from Ind. libs.	36	35	7	
Items requested by other libraries				
Items supplied to other libraries				
Lib requests ansd for other libs				
Info requests sent				

RENSSELAER					DEMOTTE					WHEATFIELD														
ADDED		WITHDRAWN		C	ADDED		WITHDRAWN		C	ADDED		WITHDRAWN		C										
V	T	V	T	I	V	T	V	T	I	V	T	V	T	I										
O	I	O	I	R	O	I	O	I	R	O	I	O	I	R										
L	T	L	T	C	L	T	L	T	C	L	T	L	T	C										
U	L	U	L	U	U	L	U	L	U	U	L	U	L	U										
M	E	M	E	L	M	E	M	E	L	M	E	M	E	L										
February 1991					E					E					E									
ADULT BOOKS																								
Fiction					39	39	16	16	1548	20	20	5	5	1474	24	24			796					
Non-Fiction					38	36	2	1	1668	33	32	18	18	1361	10	8	2	2	617					
CHILDREN'S BK																								
Fiction					20	20	7	7	1793	11	11	3	3	2309	9	9			970					
Non-fiction					16	16	22	21	885	43	38			687	28	23			320					
MAGAZINES																								
					337										727									
GRAPHIC MATER'L					85	70			45															
Puzzles, Prints, Games, Filmstrip															9									
MICROFORMS																								
SOUND R'CORDGS						19	18		267	1	1	2	2	110						171				
T VARE																								
Pamphlets					65	65	1	19	133	73	73	91	91	77						32				
VHS's										1000										830				
EQUIPMENT										1										7				
TOTAL					198	181	66	63	7677	108	102	28	28	7465	71	64	2	2	4068					
PERCENT																								
Increase					4%					19%					3%									
Decrease																								
END OF MONTH:					RENSSELAER					DEMOTTE					WHEATFIELD					TOTAL				
TOTAL MATERIALS					37433					21135					16290					74858				
OWNED																								
TOTAL TITLES					34167					19938					14701					68806				
OWNED																								
MONTHLY SYSTEM STATISTICS																								
Circulation					17594										19210					9%				
Daily Average																								
January to date																								
Total Circulation					36479										38391					5%				
Rensselaer					dav					320														
Demotte					dav					311														
Wheatfield					dav					170														

TOTAL COLLECTION--RENSSELAER

END OF MONTH

V	T	V	T
D	I	D	I
L	T	L	T
U	L	U	L
M	E	M	E
E		E	

5035	4921	5059	4945	X	5755	5703	5770	5718	X	7835	7713	7858	7736
4191	3144	4199	3150	X	7106	6253	7121	6267	X	14128	12688	14164	12723
				X					X				
				X					X				
3527	3420	3536	3429	X	4251	4122	4259	4130	X	6902	6514	6915	6527
2303	2136	2331	2159	X	3108	3023	3151	3061	X	5996	5433	5990	5428
				X					X				
		0	0	X					X			0	0
				X					X				
7	7	7	7	X	2	2	2	2	X	240	43	325	113
				X					X				
				X					X				
				X					X				
		0	0	X			0	0	X			0	0
				X					X				
708	655	708	655	X	509	458	508	457	X	1718	1250	1699	1232
109	55	109	55	X	1	1	1	1	X	89	27	89	27
				X					X				
341	301	341	301	X	323	302	323	302	X	393	381	393	381
				X					X				
16221	14639	16290	14701	X	21055	19864	21135	19938	X	37301	34049	37433	34167

[illegible]

AUTOMATION OF THE JASPER COUNTY PUBLIC LIBRARY

PROBLEM STATEMENT

Problem: The library's purpose is service to the community. Our staff does not have adequate time to aid people in finding information, provide service geared to people's work needs (business needs), develop suggested reading lists and bibliographies and provide other outreach services which a good library should provide.

Problem: Library users' expectations of their public library have risen. They expect more information and materials to be available to them and they expect their needs to be filled more quickly and efficiently. We cannot meet their expectations with our manual system.

Benefits of automation: Automation releases staff from the routine, labor-intensive tasks such as filing cards, counting circulation, writing fine slips, organizing overdues. It frees them to spend much more of their time in personal, direct service to library users. (We spent 3490 hours on such tasks from 1952-1954; we will spend 4129 hours in 1955. If automated, we would have spent 407 hours this year; we would spend 645 hours in 1955.)

Benefits of automation: Automation allows the library to provide a wider range of services and a collection that more accurately reflects the needs of the community, and makes library materials more quickly available to users than was previously possible.

Benefits of automation: Automation allows the user to know, the instant he calls up a title on the terminal screen, whether the book is in the collection and whether it is on the shelf. He will also know if a branch has the title and whether it is in, and can immediately reserve the book from the branch if not available at his own library.

Problem: Our existing circulation system must be replaced soon.

Example: Machines are old and have developed many problems. Disappearing date due tabs, machine jamming, and illegibility of labels cause problems both to users and staff. No local service is available. Machines must be shipped to Pennsylvania for maintenance or repair.

Example: We have been told by the manufacturer that they are phasing out this circulation system. Materials and service have been very erratically supplied.

Example: No other manual system exists which could give us the features of our present system (or improved features).

Problem: Storage space is expensive. Under the present system, we need large amounts of space devoted to record storage. If we must plan for this storage space in our new libraries, the cost will be appreciable.

Example: The following storage facilities are needed in each library to accommodate the present system (information in parentheses denotes new storage units which would need to be purchased for the new DeMotte & Rensselaer buildings at a total estimated cost of \$24,500:

- book card trays for books in circulation (2 @ \$1065 ea.)
- card drawers for registration cards (\$1800)
- rolodex files on circ desk
- space on circ desk for recording daily activities (reference, financial transactions, circulation of materials)
- card catalogs (5 units @ \$2575 ea.)
- shelflists (3 units @ \$2575 ea.)

Benefits of automation: We would need none of these units. In our new building, we could use our old equipment until all phases of our automation project were complete. We would need to purchase only four rolling tray units (\$594) to hold circulation cards until we phase in the circulation module of the automation.

Problem: The cost of operating the present circulation system is extremely high in terms of staff work hours and salaries.

Example: Operation of the circulation system cost us 3,490 staff hours in 1989-90, at a salary cost of \$19,538. In 1995, we would need to use 6129 staff hours to continue operating our manual circulation system, considering current rates of circulation growth.

Example: At present, our staff is working at full capacity. They cannot take on additional tasks. Five years from now, we will need 2 more full-time staff persons (\$27,360 at \$12,000 per person plus 14% in \$\$ benefits) to carry the extra load caused by the increased circulation and collection, based on present growth rates. With this additional staff, we will still not be able to give any better or additional services than at present.

Problem: A building project often causes a tremendous increase in library business. This could increase the workload to the point where substantial additional staff is required.

Benefits of automation: In 5 years, with an automated system, the staff will need to spend about 1/3 the time spent at present on such activities as circulation of materials and collection processing and maintenance. We should easily be able to handle any additional business without additional staff and be able to give better personalized service as well.

Problem: Catalog generation and use functions cost the library 1290 hours of staff time per year, at a dollar cost of \$11,102. With an automated system, we could carry out the same tasks at a significantly reduced staff cost, even when factoring in the cost of inventory (figures were not readily obtainable, although we know it would be much less expensive than with a manual system).

Problem: Without substantially increased staff, the system is unable to provide all the statistics and administrative reports necessary to adequately evaluate the quality of our service.

Example: The 5 year plan calls for us to determine the percentage of borrowers who are male and the percentage who are teenagers and to initiate programs which

will increase these percentages. No method exists at present to economically assess these percentages of existing or new borrowers.

Benefits of automation: Automated reporting features allow the library to find out, for the first time, how well the users are finding what they want; how well the collection is meeting the needs of the users; what is actually being and not being used,--- to make better use of shelf space and to guide the librarian in selecting those materials of most value to his/her users.

Example: It can count annual circulation by subject and show ratio between circulation in that subject and total number of items in that subject. With this report, we can see if we are spending money for materials which the public actually wants to use.

Example: It can give purchase alerts when a specified number of reserves have been placed by patrons on a book.

Problem: Every 5-10 years the library should do a complete inventory of the collection, checking the shelflist* against materials on the shelves and in circulation (an annual activity), then the shelflist against the catalog (to locate cards in the catalog for books no longer in the library, and cards in the shelflist for books not listed in the catalog). This activity takes thousands of hours of staff time and has only been done once in the two branches and never in recent memory in the main library.

*The shelflist contains one 3 x 5 card for every title in the collection, organized in the order in which the books appear on the library's shelves.

Benefits of automation: The collection is the library's primary stock in trade; without control of the collection, the library cannot function efficiently. The computer allows us to protect the community's investment in library materials by efficient tracking and printing of overdues and by efficient collection management, inventory control.

Benefits of automation: A check of the shelflist with the shelves would be done much more quickly than before and the check of shelflist against catalog would be totally unnecessary.

Problem: A card catalog is difficult for most library users to use, requiring a knowledge of correct spelling, library terminology in subject headings, or specific authors or titles.

Example: Many persons use the catalog unsuccessfully. Others will not use it at all, failing to find the information they need or asking the staff for assistance.

Benefits of automation: Users have new ways of getting into the collection, of finding what they come to the library for, ways not possible with a card catalog. Keyword searching, call number searching, Boolean operators and cross-field searches are only possible with an automated catalog.

Benefits of automation: The automated catalog guides the user, not just in using the system, but in intellectual searching strategies.

Benefits of automation: The automated catalog overcomes the limitations the user brings to it. The user may not know the right word to use in his search

on a correct spelling. The catalog can help: it can recognize the misspelling and take the user to the correctly spelled term. Automation makes the catalog easier and more enjoyable to use; it removes barriers that have been inherent in traditional card catalogs.

Benefits of automation: A library's first year of automation normally shows a 20% increase in circulation, because users are finding what they are looking for more easily.

Problem: Our ability to share resources with other libraries is limited by NIALSA's guesses at which libraries might have what other libraries want and the specific requests they make to specific libraries. Other libraries may have the books we request, but may not be asked for them by NIALSA. We may have books others are searching for, but if NIALSA does not think to ask if we have them, they will not be found.

Benefit of automation: Resource sharing is very possible once we are online. We may even effect savings in our materials budgets by cooperating with other libraries.

The time has come to make some hard decisions. Automating the library, we are told, is seldom cheaper than continuing with a manual system. It involves an initial outlay of a considerable amount of money. It may cost somewhat more than the present system, even when amortized over the years.

A very rough estimate of starting costs follows:

- Retrospective conversion of holdings to MARC record format -- \$40,200
- Automated system (vendor quote) -- \$275,000
- Computer Room Site Preparation -- \$10,000
- Consultant review of specifications and contract negotiation assistance -- \$4,000
- Paper supplies, initial year -- \$8,000
- Miscellaneous implementation costs -- \$4,000
- Total -- \$341,200

One vendor tells us that annual costs of this system will be approximately \$19,000 per year.

We need to realize that a system lasts 5-8 years before a major upgrade is needed. An upgrade could mean replacement of a significant portion of the hardware. If we assumed the system would be used for 7 years and divided total costs above + annual maintenance costs for 7 years by 7, the annual cost would be \$65,000.

Of course, costs for years following the upgrade would be lower since at least \$133,000 of the above costs are one time costs which would not be repeated when upgrading the system. (That could make costs for the next 7 years approximately \$47,000 per year.) It is also possible that an upgrade will not mean a substitution of hardware, and thus will cost much less.

The above figures are based on JCPL purchasing an automation system on our own. If we were to cooperate with another area library, our costs could be considerably less. However, I feel it would be wise to do a great deal more study before limiting ourselves to a cooperative system.

General agreement exists that automation makes it possible for libraries to be far more effective and provide better services for their communities. The question is, then, is the service we give the public worth the extra expense?

If the Board decides to put money in the bond issue to automate the library, and to go on record in favor of automating if funds become available, we need to begin studying various automation alternatives. As we do this, I recommend that we search for an automation system that will allow us to meet the following goals:

GOALS OF AUTOMATION OF THE JASPER COUNTY PUBLIC LIBRARY

Automation of the Jasper County Public Library (JCPL) should be designed to achieve the following GENERAL goals:

1. Automation should increase the volume of work that can be performed and expand services without need for additional staff, by freeing staff from as much routine, labor-intensive work as possible.
2. Automation should speed up the processing of materials.
3. Automation should speed up the provision of services and improve the quantity and quality of services to the public.
4. Automation should provide better control over services and materials.
5. Automation should eliminate or reduce the number of manual files that libraries accumulate, thus saving valuable space.

CAUTIONS:

1. The computer is to be a tool of the library staff and the user. The computer must be configured in such a way that it bends to the ways of humans, instead of humans bending to the needs of the computer.
2. All automated systems developed must be compatible with each other and with all existing manual systems in the library. The exception to this is the financial accounting program which may exist separately from the other systems.
3. No automated system that requires computer programmers to be added to the library staff shall be developed.

SPECIFIC AUTOMATION GOALS

1. The goal of this project is to acquire and install an automated, integrated library system, consisting of an acquisitions system, a circulation system, and a public access, online catalog.
2. The public access catalog should allow patrons to search and browse, according to library specified parameters, the bibliographic database.
3. The automated circulation system should allow fast, accurate loaning of materials to registered borrowers in good standing and provide accountability for the successful return of the loans. It should provide a full range of overdue and other notices and reports that will improve services to citizens.
4. A cataloging module would control the process of creating, storing, and maintaining bibliographic and copy records of the library's holdings.
5. The acquisitions system should aid in efficiently acquiring materials for the library's collections through purchases, gifts, and exchanges and should provide a reliable means of controlling and reporting the expenditure of acquisitions funds.

MANUAL OPERATIONS

ACTIVITY	SECONDS SPENT				TOTAL TIME	TOTAL COST	PROJECTED	PROJECTED
	DEM	REN	WHE	JCPL (avg.)	IN HOURS 8/89 TO 7/90	IN SALARIES 8/89 TO 7/90	TIME IN HOURS 1995	COST IN SALARIES 1995
XX								
Check In (per book)	22.2	24.9	19.1	22	1292	\$7,234.13	2080	\$14,147
Check Out (per book)	15.1	13.4	8.8	12	728	\$4,075.07	1172	\$7,969
Fine Slips (per slip)	187.0	156.0	279.2	207	126	\$703.25	198	\$1,346
One Week Overdue Postcards	317.0	225.0	160.0	234	191	\$1,070.16	303	\$2,062
Three Month Overdue Letters	760.0	1009.0	1560.0	1110	122	\$683.55	179	\$1,220
Reserving a book	88.9	73.7	88.9	84	49	\$276.99	73	\$494
Tallying and filing book cards (time per book card)	11.4	14.3	9.3	12	684	\$3,828.03	1101	\$7,486
An intralibrary loan request	462.0	563.4	594.0	540	298	\$1,666.78	1023	\$6,955
Moving a title to collection (filing catalog cards)	173.3	97.3	286.6	186	224	\$1,251.88	360	\$2,448
Deleting title from collection (pulling catalog cards)	112.9	114.8	78.0	102	49	\$273.75	49	\$332
Inventorying (four shelves)	1629.0	4020.0	1740.0	2463	304	\$1,701.11	439	\$2,987
Cataloging a title (nonfiction titles only)	X	2959.3	X	X	713	\$7,875.40	1148	\$15,412
XX								
TOTAL	3778.8	9271.2	4823.9	4971	4780	\$30,640.12	8125	\$62,859

IF ACTIVITIES WERE AUTOMATED

ACTIVITY	SECONDS SPENT	TOTAL TIME IN HOURS 8/89 TO 7/90	TOTAL COST IN SALARIES 8/89 TO 7/90	PROJECTED TIME IN HOURS 1995	PROJECTED COST IN SALARIES 1995
XX					
Check In (per book)	2	117	\$656	189	\$1,283
Check Out (per book)	2	117	\$656	189	\$1,283
Fine Slips (per slip)	3	2	\$9	3	\$19
One Week Overdue Postcards	55	45	\$252	71	\$485
Three Month Overdue Letters	90	10	\$55	15	\$99
Reserving a book	190	112	\$628	165	\$1,120
Tallying and filing book cards (time per book card)	0	0	\$0	0	\$0
An intralibrary loan request	7	4	\$22	13	\$90
Adding a title to collection (filing catalog cards)	8	10	\$54	16	\$105
Deleting title from collection (pulling catalog cards)	8	4	\$21	4	\$26
Inventorizing (four shelves)			\$0		\$0
Cataloging a title (nonfiction titles only)	600	550	\$6,078	836	\$11,221
XX					
TOTAL	965	970	\$8,430	1499	\$15,731

APR.

AGENDA.....April 1, 1990
Monthly Meeting Rensselaer Library
Jasper County Public Library Board of Trustees
7:00 PM

1. Minutes
 - 1.1 Recording of minutes
2. Bills/Financial reports
 - 3.1 Bills to be allowed/Paychecks
 - 3.2 Financial statements
3. Director's report
 - 3.1 Circulation
 - 3.2 Activities
4. Hearing on additional appropriations and resolution to appropriate bond proceeds
5. Automation Consultant: Consideration of proposal
6. Library VISA card
7. Wheatfield Business
 - 7.1 Butters
8. DeMotte Business
9. Rensselaer Business
10. Timetable for continuing work with architect on fine-tuning building floor plans
11. Adjournment

MINUTES.....March 4, 1991
Rensselaer Library Library Board Meeting
7:00 PM

Present: Miriam Lawyer, Wil Doty, Wanda Stewart, Bob Souza, Lynn Daugherty

Minutes: The minutes of the February board meeting were discussed and approved on a motion by W. Stewart, seconded by B. Souza.

Bills, Financial Statements: Bills, payroll and financial statements were approved on a motion by W. Doty, seconded by B. Souza. The Board approved the transfer of \$2580 from the Levy Excess Fund to the Library Operating Fund on a motion by W. Doty, seconded by W. Stewart. Approval was also given for the investment of \$69,000 in a CD on a motion by B. Souza, seconded by W. Doty.

Director's Report: The Director noted the increase in circulation at all three libraries, especially at DeMotte. It was noted that circulation was up 9% in 1991 over the circulation for 1990. L. Daugherty noted that she had contacted a library consultant, David Smith, to go over design plans and building program for the Rensselaer Library, to determine if there are suggestions for better allocation of space, etc.

March 18 meeting date: The Board determined to hold a special meeting on Monday, March 18, at the Wheatfield Library at 6:30 PM.

Professional Liability Insurance: The Board asked that B. Moriarty be consulted about the need for professional liability insurance.

Special meetings: The Board determined that no one would be attending the Trustee Workshop at the Hammond Library on March 11. Several Board members plan to attend the Thursday sessions of ILA in April.

Library automation: The benefits of automating the library were discussed. L. Daugherty reported contacting two automation consultants and will have a proposal ready for consideration at the next Board meeting.

Wheatfield business: The Board agreed that library staff at all libraries may save donated children's books in good condition for the Wheatfield Friends to use for the Miracle Tree at Christmas time.

DeMotte business: The Sear Corporation will be available to do an asbestos survey at the DeMotte Library when we are ready for it.

The Board adjourned at 8:20 PM on a motion by B. Souza, seconded by W. Doty.

Miriam Lawyer
Barbara Stewart

MINUTES OF A SPECIAL MEETING OF THE LIBRARY BOARD
OF THE JASPER COUNTY PUBLIC LIBRARY

A special meeting of the Library Board of the Jasper County Public Library was held at the Wheatfield Branch Library, Grace and South Streets, Wheatfield, Indiana, on March 18, 1991 at the hour of 6:30 p.m., pursuant to notice duly given to all members of the Board and the news media in accordance with IC 5-14-1.5 and the rules of the Board.

The meeting was called to order by Miriam Lawyer, President of the Board, and the minutes of the meeting were recorded by Barbara Leestma, Secretary of the Board.

On call of the roll the members of the Board were shown to be present or absent as follows:

Present: Miriam Lawyer, Wilbur D. Doty, Robert Souza, Margaret Hohner, Wanda Stewart, Mary Linda Casey and Barbara Leestma.

Absent: None.

William J. Moriarty, Jr., attorney for the public library, was also present at the meeting.

The Secretary presented to the Board a petition filed by owners of taxable real estate in the Jasper County Public Library District requesting the issuance of bonds by the Jasper County Public Library in an amount not exceeding \$3,900,000 for the purpose of providing funds to be applied on the cost of construction and equipment of a new main library to replace the existing main library at Rensselaer, Indiana, and a new addition to and remodeling of the branch library at DeMotte, Indiana, together with the acquisition of land for these library sites, the construction of parking lots, and the extension, alteration, improvement and equipment of these library buildings, including furniture and furnishings, and computer equipment and automation necessary for the proper operation of the Jasper County Public Library; together with the incidental expenses to be incurred in connection therewith and on account of the issuance of bonds therefor.

After examination of said petition, on motion duly made, seconded and unanimously carried, the following resolution was adopted:

"WHEREAS, there has been filed with the Library Board of the Jasper County Public Library a petition signed

by owners of taxable real estate in said public library district requesting the issuance of bonds to provide funds to be applied on the cost of construction and equipment of a new main library to replace the existing main library at Rensselaer, Indiana, and a new addition to and remodeling of the branch library at DeMotte, Indiana, together with the acquisition of land for these library sites, the construction of parking lots, and the extension, alteration, improvement and equipment of these library buildings, including furniture and furnishings, and computer equipment and automation necessary for the proper operation of the Jasper County Public Library; together with the incidental expenses to be incurred in connection therewith and on account of the issuance of bonds therefor; and

WHEREAS, the Board now finds that said petition is in due form and has attached thereto the affidavits of the persons circulating the same, verifying the signatures appearing thereon, and a certificate of the Auditor of Jasper County certifying that said petition is signed by owners of taxable real estate in the Jasper County Public Library district, and that said petition complies in all respects with the requirements of the governing statute;

NOW, THEREFORE, BE IT RESOLVED by the Library Board of the Jasper County Public Library that said petition be approved and accepted, and that the Board proceed to take the necessary steps to authorize and issue the bonds required for the purpose petitioned for."

Mr. Moriarty stated that, pursuant to the direction of the Board, he had consulted the firm of Ice, Miller, Donadio & Ryan, bond counsel of Indianapolis, Indiana, relative to the procedure to be followed in connection with the proposed bond issue and the rendering of an opinion approving the legality of the bonds, and Therber, Wilkerson & Associates of Indianapolis, Indiana as to the terms and marketing of the bonds. He then presented to the Board a form of resolution approved by Ice, Miller, Donadio & Ryan, and recommended by them for adoption for the purpose of authorizing the issuance of bonds.

After due consideration of the bond resolution, on motion duly made, seconded and unanimously carried, the same was adopted and is as follows:

BOND RESOLUTION

WHEREAS, Jasper County Public Library (the "Issuer") is a public library organized and existing under the provisions of IC 20-14; and

WHEREAS, the Library Board finds that the present facilities of the Issuer are not adequate to provide the proper service to patrons; and

WHEREAS, a petition has been presented to the Board signed by more than fifty (50) owners of taxable real estate located in the Issuer requesting the Board to issue the bonds of the Issuer in an amount not exceeding \$3,900,000, to be applied on the cost of construction and equipment of a new main library to replace the existing main library at Rensselaer, Indiana, and a new addition to and remodeling of the branch library at DeMotte, Indiana, together with the acquisition of land for these library sites, construction of parking lots, and the extension, alteration, improvement and equipment of these library buildings, including furniture and furnishings, computer equipment and automation necessary for the proper operation of the Jasper County Public Library; together with the incidental expenses to be incurred in connection therewith and on account of the issuance of bonds therefor, which petition the Board has found to be drawn, signed, authenticated, certified and presented in accordance with the provisions of IC 6-1.1-20-3; and

WHEREAS, the Board finds that there are not sufficient funds available or provided for in existing tax levies with which to pay the total cost of said building project, and that the Issuer should issue bonds in the amount of \$3,900,000 for the purpose of providing funds to be applied on such project, and that bonds in such amount should now be authorized;

NOW, THEREFORE, BE IT RESOLVED by the Library Board of the Issuer that, for the purpose of obtaining funds to be applied on the cost of construction and equipment of a new main library to replace the existing main library at Rensselaer, Indiana, and a new addition to and remodeling of the branch library at DeMotte, Indiana, together with the acquisition of land for these library sites, construction of parking lots, and the extension, alteration, improvement and equipment of these library buildings, including furniture and furnishings, computer equipment and automation necessary for the proper operation of the Jasper County Public Library; together with the incidental expenses to be incurred in connection therewith and on account of the issuance of bonds therefor, there shall be issued and sold the negotiable, general obligations of the Issuer to be designated as "Public

Library Bonds of 1991". Said bonds shall be in the principal amount of \$3,900,000, bearing interest at a rate of _____ percent (____%) per annum (the exact rate or rates to be determined by bidding), which interest shall be payable on July 1, 1992 and semi-annually thereafter. The bonds shall be fully registered in the denomination of Five Thousand Dollars (\$5,000) or integral multiples thereof, and shall mature serially on January 1 in the years and amounts as follows:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
1993	\$ <u>5,000</u>	2001	\$ <u>275,000</u>
1994	\$ <u>175,000</u>	2002	\$ <u>295,000</u>
1995	\$ <u>180,000</u>	2003	\$ <u>315,000</u>
1996	\$ <u>200,000</u>	2004	\$ <u>340,000</u>
1997	\$ <u>215,000</u>	2005	\$ <u>360,000</u>
1998	\$ <u>230,000</u>	2006	\$ <u>385,000</u>
1999	\$ <u>245,000</u>	2007	\$ <u>420,000</u>
2000	\$ <u>260,000</u>		

The original date shall be the first day of the month in which said bonds are sold. The authentication certificate shall be dated when executed by the Registrar and Paying Agent.

Interest shall be paid from the interest payment date next to which interest has been paid preceding the date of authentication unless the bond is authenticated on or before the fifteenth day of the month preceding the first interest payment date, in which case interest shall be paid from the issue date, or unless the bond is authenticated after the fifteenth day of the month of an interest payment date and on or before such interest payment date, in which case interest shall be paid from such interest payment date.

Interest shall be payable by check or draft mailed on the business day prior to the interest payment date to the person in whose name the bonds are registered on the bond register maintained at the principal office of the to be selected Registrar and Paying Agent, or successor registrar and paying agent, as of the fifteenth day of the month preceding such interest payment date. Principal of the bonds shall be payable upon presentation of the bonds at the principal office of the Registrar and Paying Agent in lawful money of the United States of America.

The bonds are transferable by the registered owner at the principal office of the Registrar and Paying Agent upon surrender and cancellation of a bond and on presentation of a duly executed written instrument of transfer, and thereupon a new bond or bonds of the same aggregate principal amount and maturity and in authorized denominations will be issued to the transferee or transferees in exchange therefor. The bonds may be exchanged upon surrender at the principal office of the Registrar and Paying Agent, duly endorsed by the registered owner for the same aggregate principal amount of bonds of the same maturity in authorized denominations as the owner may request.

Said bonds shall be executed in the name of Issuer by the manual or facsimile signature of the President of its Library Board, and attested by the manual or facsimile signature of the Secretary of said Board, who shall cause the seal of Issuer to be imprinted or impressed on each of said bonds. In case any official whose signature or facsimile of whose signature shall appear on the bonds shall cease to be such officer before the issuance, authentication or delivery of such bonds, such signature or such facsimile shall, nevertheless, be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

No bond shall be valid or obligatory for any purpose, unless and until authenticated by the Registrar and Paying Agent. Such authentication may be executed by an authorized representative of the Registrar and Paying Agent, but it shall not be necessary that the same person authenticate all of the bonds issued. Issuer and the Registrar and Paying Agent may deem and treat the person in whose name a bond is registered on the bond register as the absolute owner thereof for all purposes, notwithstanding any notice to the contrary.

In order to preserve the exclusion of interest on the bonds from gross income for federal income tax purposes and as an inducement to purchasers of the bonds, the Issuer represents, covenants and agrees that:

(a) No person or entity, other than the Issuer or another governmental unit, will use proceeds of the bonds or property financed by the bond proceeds other than as a member of the general public. No person or entity, other than the Issuer or another governmental unit, will own property financed by bond proceeds or will have actual or beneficial use of such property pursuant to a lease, a management or incentive payment contract or any other type of arrangement that differentiates that person's or entity's use of such property from the use by the public at large.

(b) No bond proceeds will be loaned to any entity or person. No bond proceeds will be transferred, directly or indirectly, or deemed transferred to a nongovernmental person in any manner that would in substance constitute a loan of the bond proceeds.

(c) The Issuer will, to the extent necessary to preserve the exclusion of interest on the bonds from gross income for federal income tax purposes, rebate all required arbitrage profits on bond proceeds or other moneys treated as bond proceeds to the federal government as provided in Section 148 of the Internal Revenue Code of 1986, and will set aside such moneys in a Rebate Account to be held by the Treasurer in trust for such purpose.

(d) The Issuer will file an information report with the Internal Revenue Service as required by Section 149 of the Internal Revenue Code of 1986.

(e) The Issuer will not take any action nor fail to take any action with respect to the bonds that would result in the loss of exclusion from gross income for federal income tax purposes of interest on the bonds pursuant to Section 103 of the Internal Revenue Code of 1986, as existing on the date of issuance of the bonds, nor will the Issuer act in any other manner which would adversely affect such exclusion.

The Issuer represents that it reasonably expects that tax exempt bonds, warrants and other evidences of indebtedness issued by or on behalf of it or any subordinate entity, during the calendar year in which the bonds will be issued, will be less than \$10,000,000 principal amount. At least 95% of the net proceeds of the bonds shall be used for governmental activities of Issuer. The Issuer hereby designates the bonds as qualified tax exempt obligations for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, relating to the disallowance of 100% of the deduction for interest expense allocable to tax-exempt obligations acquired after August 7, 1986.

The bonds shall be issued in substantially the following form, all blanks to be filled in properly prior to delivery:

(Front of Bond)

Registered No. _____

Registered \$ _____

UNITED STATES OF AMERICA
State of Indiana County of Jasper

JASPER COUNTY PUBLIC LIBRARY
PUBLIC LIBRARY BOND OF 1991

Interest Rate	Maturity Date	Issue Date	Authentication Date	CUSIP
------------------	------------------	---------------	------------------------	-------

Registered owner:

Principal Sum:

Jasper County Public Library (the "Issuer"), a public library organized and existing under the laws of the State of Indiana, in Jasper County, Indiana, for value received, hereby acknowledges itself indebted and promises to pay to the Registered Owner (named above) or to registered assigns, the Principal Sum set forth above on the Maturity Date set forth above and to pay interest thereon at the Interest Rate per annum stated above from the interest payment date to which interest has been paid next preceding the date of authentication hereof unless this bond is authenticated on or before June 15, 1992, in which case interest shall be paid from the Issue Date, or unless this bond is authenticated after the fifteenth day of the month preceding an interest payment date and on or before such interest payment date, in which case interest shall be paid from such interest payment date, which interest is payable on July 1, 1992 and semi-annually thereafter until the principal has been paid.

Interest shall be payable by check or draft mailed one business day prior to the interest payment date to the person in whose name this bond is registered as of the fifteenth day of this bond upon presentation of this bond at the principal office of _____ (the "Registrar and Paying Agent") in lawful money of the United States of America.

REFERENCE IS MADE TO THE FURTHER PROVISIONS OF THIS BOND SET FORTH ON THE REVERSE HEREOF WHICH SHALL FOR ALL PURPOSES HAVE THE SAME EFFECT AS IF DULY SET FORTH HEREIN.

(Reverse of Bond)

This bond is one of an issue of bonds aggregating \$3,900,000, of like tenor and effect, except as to numbering, authentication date, denomination, interest rate, and date of maturity, issued by Issuer pursuant to a resolution adopted by the Library Board of Issuer on March 18, 1991, and in strict accordance with the governing statutes of the State of Indiana, particularly Indiana Code 20-14-3-7, for the purpose of providing funds to be applied on the cost of construction and equipment of a new main library to replace the existing main library at Rensselaer, Indiana, and a new addition to and remodeling of the branch library at DeMotte, Indiana, together with the acquisition of land for these library sites, the construction of parking lots, and the extension, alteration, improvement and equipment of these library buildings, including furniture and furnishings, and computer equipment and automation necessary for the proper operation of the Jasper County Public Library; together with the incidental expenses to be incurred in connection therewith and on account of the issuance of bonds therefor.

This bond is transferable by the registered owner hereof at the principal office of the Registrar and Paying Agent, upon surrender and cancellation of this bond and on presentation of a duly executed written instrument of transfer and thereupon a new bond or bonds of the same aggregate principal amount and maturity and in authorized denominations will be issued to the transferee or transferees in exchange therefor. This bond may be exchanged upon surrender hereof at the principal office of the Registrar and Paying Agent, duly endorsed by the registered owner for the same aggregate principal amount of bonds of the same maturity in authorized denominations as the owner may request.

Issuer and Registrar and Paying Agent may deem and treat the person in whose name this bond is registered as the absolute owner hereof.

It is hereby certified and recited that all acts, conditions and things required by the laws and constitution of the State of Indiana to be done precedent to and in the issuance, sale and delivery of this bond have been properly done, happened and performed in regular and due form as provided by law, and that the bonds of this issue do not exceed any constitutional or statutory limitation of indebtedness. The full faith and credit of Issuer is hereby irrevocably pledged to the punctual payment of the principal of and interest on this bond according to its terms, and Issuer will levy a tax and appropriate funds to pay such principal and interest.

This bond shall not be valid or become obligatory for any purpose until authenticated by the Registrar and Paying Agent.

Issuer has designated this bond a qualified tax-exempt obligation for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986.

(Front of Bond)

IN WITNESS WHEREOF, Issuer has caused this bond to be executed in its name by the manual or facsimile signature of the President of its Library Board, its corporate seal to be hereunto affixed or imprinted and attested by the manual or facsimile signature of the Secretary of said Board.

JASPER COUNTY PUBLIC LIBRARY

By: _____
President, Library Board

Secretary, Library Board

This bond is one of the bonds referred to in the within-mentioned resolution.

Registrar and Paying Agent

(Reverse of Bond)

TEN COM - as tenants in common
TEN ENT - as tenants by the entirety
JT TEN - as joint tenants with right of survivorship
and not as tenants in common

UNIF GIFT MIN ACT - _____ Custodian _____
 (Cust) (Minor)
 under Uniform Gifts to Minors Act

 (State)

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto _____ (please print or typewrite name, address, and Social Security or other identifying number of Transferee) the within bond and all rights thereunder, and hereby irrevocably constitutes and appoints _____, Attorney, to transfer

the within bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed

NOTICE: Signature must be guaranteed by a broker dealer or a commercial bank or trust company.

NOTICE: Signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

BE IT FURTHER RESOLVED that as soon as can be done, notice shall be given to the taxpayers of the Jasper County Public Library district of the filing of the petition requesting the issuance of bonds by publication one time and of the determination of this Board to issue said bonds by publication once a week for two weeks. Said notices shall be published in the Rensselaer Republican newspaper and the Kankakee Valley Post-News newspaper and said notices shall also be posted in three (3) public places in the Issuer in order to comply with the provisions of IC 6-1.1-20-4 and 5.

Prior to the sale of said bonds at public sale, notice of such sale shall be published once each week for two (2) weeks in the Rensselaer Republican newspaper and the Kankakee Valley Post-News newspaper, the first of said publications to be at least fifteen (15) days prior to the date fixed for the sale of said bonds and the last at least three (3) days prior, and one time in The Indianapolis Commercial, a daily newspaper published in the City of Indianapolis, Indiana. Either the sale notice or a summary thereof may be published in the Bond Buyer, a financial journal published in New York City, New York. At the time fixed for the opening of bids, the Board shall meet, all bids shall be opened in the presence of the Board, and the award shall be made by the Board.

The bond sale notice, when published, shall provide that each bid shall be in a sealed envelope marked "Bid for Public Library Bonds of 1991", and shall be accompanied by a certified or cashier's check in the amount of \$39,000.00, payable to Issuer, to insure the good faith of the bidder. In the event the successful bidder shall fail or refuse to accept delivery of the bonds when ready for delivery, said check and the proceeds thereof

shall be retained by the Issuer as its liquidated damages. Said notice shall also provide that bidders for said bonds shall name the purchase price for the bonds, not less than par and the rate or rates of interest which the bonds are to bear, not exceeding Eight percent (8%) per annum; that said interest rate or rates shall be in multiples of one-eighth (1/8) or one-twentieth (1/20) of one percent (1%); that the interest rate named for any maturity shall be equal to or greater than the immediately preceding maturity; and that the highest bidder shall be the one who offers the lowest net interest cost to the Issuer, to be determined by computing the total interest on all of the bonds to their maturities and deducting therefrom the premium bid, if any. The bond sale notice shall state that the opinion of Ice, Miller, Donadio & Ryan, bond counsel of Indianapolis, Indiana, approving the legality of said bonds, will be furnished to the purchaser at the expense of the Issuer, so that the Issuer will receive due credit therefor in the bidding. Said notice may contain such other terms and conditions as the attorney for the Issuer shall deem advisable.

In the event a remonstrance against the issuance of said bonds, or any part thereof, shall be filed by owners of taxable real estate under the provisions of IC 6-1.1-20-4, then no further steps shall be taken toward the issuance of said bonds until such remonstrance shall have been presented to this Board, and this Board shall have determined the sufficiency of the remonstrance. In the event an objecting petition or petitions shall be filed by taxpayers acting under the provisions of IC 6-1.1-20-5, then no further steps toward the issuance of said bonds shall be taken unless and until the State Board of Tax Commissioners shall issue its order approving the issuance of said bonds.

On motion duly made, seconded, and unanimously carried, the following resolution was adopted:

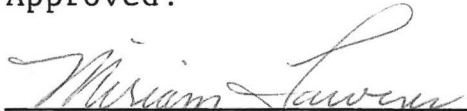
"RESOLVED by the Library Board of Jasper County Public Library that the matter of appropriating the proceeds of the bonds authorized at this meeting be taken up for consideration as soon as notice of the hearing on said appropriation can be given as provided by law, and that the Secretary of the Board be and she hereby is directed to give notice of the public hearing to be held prior to the final action on such appropriation, which notice shall be published once in the Rensselaer Republican and once in the Kankakee Valley Post-News; also, that said notice shall be posted in three (3) public places in the public library and that such publication and posting shall be made at least ten (10) days prior to the date set for such public hearing."

There being no further business to come before the meeting, on motion duly made, seconded and unanimously carried, the meeting thereupon adjourned.



Barbara Leetsma, Secretary

Approved:



Miriam Lawyer, President

March 18, 1991

TO: Bank One-Rensselaer
DeMotte State Bank
First of America Bank-Rensselaer
INB, Collegeville

IN RE: Jasper County Public Library
\$3,900,000 General Obligation Bond Issue

Jasper County Public Library will construct a new library in Rensselaer, Indiana, and remodel and build an addition to the library in DeMotte, Indiana. Jasper County Public Library will issue \$3,900,000 in General Obligation Bonds of Jasper County Public Library to pay for this project.

Enclosed is a proposed Bond Repayment Schedule. The bonds will be issued in denominations of \$5,000 each, or integral multiples thereof.

Jasper County Public Library must engage a Registrar and Paying Agent to handle this \$3,900,000 General Obligation Bond Issue over the next 15 years. It has determined that the fairest way to engage a Registrar and Paying Agent is to offer each bank in the Library's district the opportunity to bid to be the Registrar and Paying Agent.

Jasper County Public Library will engage as the Registrar and Paying Agent for this bond issue the bank in the Library's district which bids the lowest amount for their services to be rendered as Registrar and Paying Agent. If your bank is interested in serving as such Registrar and Paying Agent for this bond issue, please send a written bid for your services to Jasper County Public Library, c/o Lynn Daugherty, Director, 301 N. Van Rensselaer Street, Rensselaer, Indiana 47978. All bids must be received by 5:00 p.m., Monday, April 1, 1991.

If anyone has any questions, please contact William J. Moriarty, Jr., attorney for Jasper County Public Library, at Dumas & Moriarty, 119 W. Harrison Street, Rensselaer, Indiana 47978 (866-4158).

LIBRARY BOARD
JASPER COUNTY PUBLIC LIBRARY

By: Miriam Lawyer
Wilbur D. Doty
Barbara Leetsma
Margaret Hohner
Robert Souza
Wanda Stewart
Mary Linda Casey

Jasper County Library
 \$ 3,900,000 Library Building Bonds of 1991
 Dated 5-1-91; Interest Rate - 7.00%

<u>Date</u>	<u>Amount</u>	<u>Interest Payment</u>	<u>Total Payment</u>	<u>Total Annual Payment</u>
7/1/92		318,500	318,500	
1/1/93	5,000	136,500	141,500	460,000
7/1/93		136,325	136,325	
1/1/94	175,000	136,325	311,325	447,650
7/1/94		130,200	130,200	
1/1/95	180,000	130,200	310,200	440,400
7/1/95		123,900	123,900	
1/1/96	200,000	123,900	323,900	447,800
7/1/96		116,900	116,900	
1/1/97	215,000	116,900	331,900	448,800
7/1/97		109,375	109,375	
1/1/98	230,000	109,375	339,375	448,750
7/1/98		101,325	101,325	
1/1/99	245,000	101,325	346,325	447,650
7/1/99		92,750	92,750	
1/1/00	260,000	92,750	352,750	445,500
7/1/00		83,650	83,650	
1/1/01	275,000	83,650	358,650	442,300
7/1/01		74,025	74,025	
1/1/02	295,000	74,025	369,025	443,050
7/1/02		63,700	63,700	
1/1/03	315,000	63,700	378,700	442,400
7/1/03		52,675	52,675	
1/1/04	340,000	52,675	392,675	445,350
7/1/04		40,775	40,775	
1/1/05	360,000	40,775	400,775	441,550
7/1/05		28,175	28,175	
1/1/06	385,000	28,175	413,175	441,350
7/1/06		14,700	14,700	
1/1/07	420,000	14,700	434,700	449,400
	<u>3,900,000</u>	<u>2,791,950</u>		<u>6,691,950</u>

FINANCIAL STATEMENT
JASPER COUNTY PUBLIC LIBRARY

APRIL 1, 1991

	Beginning Balance	Receipts	Disbursements	Ending Balance
Operating Fund	153913.93	4598.75	52294.88	106217.80
Gift Funds				
DeMotte	3404.75	85.00	0.00	3489.75
Rensselaer	2976.32	0.00	456.77	2519.55
Wheatfield	976.48	0.00	0.00	976.48
Bond and Interest Funds				
DeMotte	0.00	0.00	0.00	0.00
Wheatfield	20049.11	0.00	0.00	20049.11
LRF Fund	22971.50	0.00	0.00	22971.50
Gift Cash Funds				
DeMotte	30.00	0.00	0.00	30.00
Rensselaer	60.00	0.00	0.00	60.00
Wheatfield	30.00	0.00	0.00	30.00
Reciprocal Borrowing Fund	0.00	0.00	0.00	0.00
Levy Excess Fund	2580.00	0.00	0.00	2580.00
F.F.R.F.	1351.41	0.00	-683.16	2034.57
Reserve for Insurance	556.57	0.00	-162.70	719.27
 TOTAL ALL FUNDS	 208900.07	 4683.75	 51905.79	 161678.03

RECEIPT BREAKDOWN FOR
APRIL 1, 1991

FINES and FEES..... 1192.25

DeMotte	375.25
Rensselaer	496.60
Wheatfield	320.40

PHOTOCOPIES..... 792.55

DeMotte	452.55
Rensselaer	235.85
Wheatfield	104.15

CARDS..... 25.00

DeMotte	11.50
Rensselaer	12.50
Wheatfield	1.00

INTEREST..... 2588.95

GIFT FUNDS..... 85.00

DeMotte	85.00
Rensselaer	0.00
Wheatfield	0.00

TOTAL AMOUNT OF RECEIPTS..... 4683.75

(-----BANK BALANCES-----)
 DATE 101 APR 91)

A1 (BANK ONE CHECKING	)	B1 (\$	53966.37)
A2 (CERTIFICATE OF DEPOSIT #1	)	B2 (\$	69000.00)
A3 (CERTIFICATE OF DEPOSIT #2	)	B3 (\$	.00)
A4 (FIRST OF AMERICA	)	B4 (\$	10107.84)
A5 (DEMOTTE STATE BANK	)	B5 (\$	8873.74)
A6 (INDIANA FEDERAL	)	B6 (\$	17270.33)
A7 (LAFAYETTE NATIONAL BANK	)	B7 (\$	2537.53)
A8 (\$	)	B8 (\$	.00)
A9 (\$	)	B9 (\$	.00)
TOTAL		B10 (\$	161678.03)

APPROPRIATION REPORT

----- JASPER COUNTY PUBLIC LIBRARY -----

01 APR 91

ACNT #	DESCRIPTION	ANNUAL APPROPRIATION	CHANGE TO APPROPRIATION	CURRENT APPROPRIATION	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	APPROPRIATION BALANCE	% SPENT Y-T-D
1.11	SALARY OF LIBRARIAN	33920.00	.00	33920.00	2826.68	8480.04	25439.96	25%
1.12	SALARY OF ASSISTANTS	266765.00	.00	266765.00	21543.96	64756.57	202008.43	24%
1.13	WAGES OF JANITORS	15520.00	.00	15520.00	1105.56	3007.55	12512.45	19%
1.21	EMPLOYER'S SHARE-FICA	24172.00	.00	24172.00	1948.93	5832.72	18339.28	24%
1.22	UNEMPLOYMENT COMPENSATION	2000.00	.00	2000.00	.00	855.67	1144.33	43%
1.23	EMPLOYER'S CONTRIBUTION - PERF	16931.00	.00	16931.00	.00	4051.75	12879.25	24%
1.24	EMPLOYER'S CONTRIBUTION - INS.	6000.00	.00	6000.00	.00	.00	6000.00	0%
1.31	OTHER PERSONAL SERVICES	2000.00	.00	2000.00	.00	.00	2000.00	0%
2.11	OFFICIAL RECORDS	1000.00	.00	1000.00	.00	487.30	512.70	49%
2.12	STATIONERY AND PRINTING	900.00	.00	900.00	.00	.00	900.00	0%
2.13	OTHER OFFICE SUPPLIES	3250.00	.00	3250.00	298.34	691.15	2558.85	21%
2.21	CLEANING & SANITATION SUPPLIES	3900.00	.00	3900.00	362.63	600.34	3299.66	15%
2.22	FUEL, OIL & LUBRICANTS	100.00	.00	100.00	.00	.00	100.00	0%
2.23	OTHER OPERATING SUPPLIES	100.00	.00	100.00	.00	.00	100.00	0%
2.31	BUILDING MATERIALS & SUPPLIES	750.00	.00	750.00	49.06	51.03	698.97	7%
2.32	PAINT AND PAINTING SUPPLIES	200.00	.00	200.00	.00	.00	200.00	0%
2.33	REPAIR PARTS	250.00	.00	250.00	34.99	93.44	156.56	37%
2.41	LIBRARY SUPPLIES	8000.00	.00	8000.00	1993.35	2802.26	5197.74	35%
2.42	OTHER SUPPLIES	2000.00	.00	2000.00	155.60	353.00	1647.00	18%
3.11	CONSULTING SERVICES	1000.00	.00	1000.00	.00	.00	1000.00	0%
3.12	ENGINEERING & ARCH. SERVICES	1000.00	.00	1000.00	3884.25	13129.25	-12129.25	1313%
3.17	LEGAL SERVICES	1500.00	.00	1500.00	.00	.00	1500.00	0%
3.18	OTHER PROFESSIONAL SERVICES	5500.00	.00	5500.00	330.00	1268.32	4231.68	23%
3.21	TELEPHONE	9000.00	.00	9000.00	575.29	1628.26	7371.74	18%
3.22	POSTAGE	3500.00	.00	3500.00	79.62	753.25	2746.75	22%
3.23	TRAVELING EXPENSE	5000.00	.00	5000.00	240.75	440.75	4559.25	9%
3.24	PROFESSIONAL MEETINGS	6000.00	.00	6000.00	895.50	1354.50	4645.50	23%
3.25	FREIGHT	200.00	.00	200.00	.00	.00	200.00	0%
3.31	ADVERTISING & PUBLIC NOTICES	1500.00	.00	1500.00	35.20	49.70	1450.30	3%
3.32	OTHER PRINTING	500.00	.00	500.00	.00	.00	500.00	0%
3.41	OFFICIAL BONDS	1000.00	.00	1000.00	.00	250.00	750.00	25%
3.42	OTHER INSURANCE	7000.00	.00	7000.00	.00	515.80	6484.20	7%
3.51	GAS	7000.00	.00	7000.00	199.24	1851.22	5148.78	26%
3.52	ELECTRICITY	18000.00	.00	18000.00	311.49	3846.20	14153.80	21%
3.53	WATER	500.00	.00	500.00	6.15	93.46	406.54	19%
3.54	WASTE DISPOSAL SERVICES	500.00	.00	500.00	9.38	66.78	433.22	13%
3.61	BUILDING & STRUCTURES	7500.00	.00	7500.00	102.00	886.78	6613.22	12%
3.62	EQUIPMENT	1000.00	.00	1000.00	20.00	260.20	739.80	26%
3.71	REAL ESTATE	1.00	.00	1.00	.00	.00	1.00	0%
3.72	EQUIPMENT	1000.00	.00	1000.00	78.40	145.20	854.80	15%
3.91	DUES	800.00	.00	800.00	115.00	898.15	-98.15	112%
3.92	INTEREST ON TEMPORARY LOANS	1.00	.00	1.00	.00	.00	1.00	0%
3.93	TAXES & ASSESSMENTS	1.00	.00	1.00	.00	.00	1.00	0%
3.94	TRANSFER TO LRF	70000.00	.00	70000.00	.00	.00	70000.00	0%
3.95	LAWN CARE & MAINTENANCE CONT.	7000.00	.00	7000.00	271.50	2930.70	4069.30	42%
3.96	PETTY CASH	120.00	.00	120.00	.00	.00	120.00	0%
3.97	INTERVIEWING & MOVING EXP.	250.00	.00	250.00	.00	.00	250.00	0%
4.2	LAND	1.00	.00	1.00	.00	.00	1.00	0%
4.4	BUILDINGS	1.00	.00	1.00	.00	.00	1.00	0%
4.4	FURNITURE & EQUIPMENT	15000.00	.00	15000.00	371.06	1512.53	13487.47	10%
4.51	BOOKS	100000.00	.00	100000.00	5838.67	12162.24	87837.76	12%
4.52	PERIODICALS & NEWSPAPERS	25300.00	.00	25300.00	5761.72	10931.02	14368.98	43%
4.53	NONPRINTED MATERIALS	19500.00	.00	19500.00	1795.25	4531.16	14968.84	23%
4.61	BOOKS ENCUMBERED	7354.30	.00	7354.30	1055.31	4258.63	3095.67	58%
	-TOTAL-	711287.30	.00	711287.30	52294.88	155826.92	555460.38	22%

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301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47970

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
000829	03425	FIRST OF AMERICA BANK	69000.00	25 MAR 91	PURCHASE CERTIFICATE OF DEPO
001214	3367	PAULA L. BAUGH	290.16	15 MAR 91	PAYROLL
001215	3372	SHANNON BAUMACH	84.02	15 MAR 91	PAYROLL
001216	3349	JULIE BRAY	572.00	15 MAR 91	PAYROLL
001217	3359	GLENDA BROWN	419.73	15 MAR 91	PAYROLL
001218	3367	RENÉE CAPR	243.06	15 MAR 91	PAYROLL
001219	3365	MARK CASSELLO	61.12	15 MAR 91	PAYROLL
001220	3364	LYNN DAUGHERTY	974.71	15 MAR 91	PAYROLL
001221	3356	MARY DUGGLEBY	388.56	15 MAR 91	PAYROLL
001222	3350	CHARLOTTE FAGEN	483.34	15 MAR 91	PAYROLL
001223	3374	PAMELA FERBER	644.79	15 MAR 91	PAYROLL
001224	3376	KIMBERLY GARWOOD	673.58	15 MAR 91	PAYROLL
001225	3379	ROSE E. HOWARD	279.06	15 MAR 91	PAYROLL
001226	3371	KRISTIN JOHNSON	57.51	15 MAR 91	PAYROLL
001227	3360	DIANA KOOY	73.87	15 MAR 91	PAYROLL
001228	3351	JOAN KOFANDA	279.28	15 MAR 91	PAYROLL
001229	03348	MARY K. MARTIN	755.33	15 MAR 91	PAYROLL
001230	3361	RYAN MORELAND	71.26	15 MAR 91	PAYROLL
001231	3366	ERICA MURRAY	48.57	15 MAR 91	PAYROLL
001232	3357	KATHLEEN FADGITT	338.78	15 MAR 91	PAYROLL
001233	3358	CONNIE POWELL	279.73	15 MAR 91	PAYROLL
001234	3375	JULIE SCHLEUBER	102.11	15 MAR 91	PAYROLL
001235	3351	SHARON SCHULENBERG	423.42	15 MAR 91	PAYROLL
001236	3362	EILEEN SPURGEON	8.22	15 MAR 91	PAYROLL
001237	3373	NICOLE SYKES	51.83	15 MAR 91	PAYROLL
001238	3352	JILL TADNIRIS	417.52	15 MAR 91	PAYROLL
001239	3363	ELIZABETH THONE	96.76	15 MAR 91	PAYROLL
001240	3377	JOHN TOMPSEND	165.44	15 MAR 91	PAYROLL
001241	3348	AMBER WAGGON	223.73	15 MAR 91	PAYROLL
001242	3355	PIANE WTERS	326.83	15 MAR 91	PAYROLL
001243	3353	CHERYL MITTY	456.45	15 MAR 91	PAYROLL
001244	3410	PAULA L. BAUGH	290.16	29 MAR 91	PAYROLL
001245	3413	SHANNON BAUMACH	84.06	29 MAR 91	PAYROLL
001246	3390	JULIE BRAY	572.01	29 MAR 91	PAYROLL
001247	3400	GLENDA BROWN	419.73	29 MAR 91	PAYROLL
001248	3408	RENÉE CAPR	243.05	29 MAR 91	PAYROLL
001249	3406	MARK CASSELLO	61.36	29 MAR 91	PAYROLL
001250	3405	LYNN DAUGHERTY	974.71	29 MAR 91	PAYROLL
001251	3397	MARY DUGGLEBY	388.57	29 MAR 91	PAYROLL
001252	3391	CHARLOTTE FAGEN	483.34	29 MAR 91	PAYROLL
001253	3415	PAMELA FERBER	644.78	29 MAR 91	PAYROLL
001254	3417	KIMBERLY GARWOOD	673.57	29 MAR 91	PAYROLL
001255	3411	ROSE E. HOWARD	279.05	29 MAR 91	PAYROLL
001256	3412	KRISTIN JOHNSON	57.28	29 MAR 91	PAYROLL
001257	3401	DIANA KOOY	73.87	29 MAR 91	PAYROLL
001258	3395	JOAN KOFANDA	279.28	29 MAR 91	PAYROLL
001259	03399	MARY K. MARTIN	755.33	29 MAR 91	PAYROLL
001260	3402	RYAN MORELAND	71.27	29 MAR 91	PAYROLL

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301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47979

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
001261	3407	ERICA MURRAY	28.36	29 MAR 91	PAYROLL
001262	3399	KATHLEEN PADGITT	338.78	29 MAR 91	PAYROLL
001263	3397	BONNIE POWELL	279.74	29 MAR 91	PAYROLL
001264	3416	JULIE SCHLEUDER	79.42	29 MAR 91	PAYROLL
001265	3392	SHARON SCHULENBERG	423.42	29 MAR 91	PAYROLL
001266	3403	EILEEN SPURGEON	94.52	29 MAR 91	PAYROLL
001267	3419	COURTNEY STEWART	14.95	29 MAR 91	PAYROLL
001268	3414	NICOLE SYKES	70.32	29 MAR 91	PAYROLL
001269	3393	JILL TACHIRIS	417.52	29 MAR 91	PAYROLL
001270	3404	ELIZABETH THONE	130.81	29 MAR 91	PAYROLL
001271	3410	JOHN TOWNSEND	164.26	29 MAR 91	PAYROLL
001272	3409	AMBER MADRAN	223.72	29 MAR 91	PAYROLL
001273	3396	DIANE WERS	326.83	29 MAR 91	PAYROLL
001274	3394	CHERYL WITTY	456.15	29 MAR 91	PAYROLL
009812	3178	BANK ONE	3354.98	15 MAR 91	FICA & FED TAX WITHHELD 15 M
009813	03379	INDIANA DEFERRED COMPENSATIO	72.50	15 MAR 91	WITHHELD FROM 15 MAR 91 PAYR
009814	03380	NIFSCD	155.46	15 MAR 91	WHEATFIELD UTILITIES
009815	03381	NORTHWESTERN INDIANA TELEPHO	76.71	15 MAR 91	DEMOTTE TELEPHONE
009816	03382	UNITED TELEPHONE COMPANY	310.67	15 MAR 91	RENSSELAER TELEPHONE
009817	03383	UNITED TELEPHONE COMPANY	127.10	15 MAR 91	WHEATFIELD TELEPHONE
009818	03384	INDOLSA	8.00	15 MAR 91	REGISTRATION FOR MARTIN
009819	03385	OVETSJL	45.00	15 MAR 91	REGISTRATION FOR MARTIN
009820	03386	UNIVERSITY PLACE HOTEL	152.00	15 MAR 91	RESERVATION FOR MARTIN
009821	03387	ILA/AIME 1991 CONFERENCE	618.75	15 MAR 91	REGISTRATION FOR CONFERENCE
009823	03388	ILA/AIME 1991 CONFERENCE	77.75	15 MAR 91	REGISTRATION FOR CONFERENCE
009824	3420	BANK ONE	3371.64	29 MAR 91	FICA & FED TAX WITHHELD 29 M
009825	03421	INDIANA DEFERRED COMPENSATIO	72.50	29 MAR 91	WITHHELD FROM 29 MAR 91 PAYR
009826	03422	INDIANA DEPARTMENT OF REVENUE	1073.55	29 MAR 91	STATE & COUNTY TAX WITHHELD
009827	03423	CITY OF RENSSELAER	370.80	29 MAR 91	RENSSELAER UTILITIES
009828	03424	AT&T	60.81	29 MAR 91	DEMOTTE TELEPHONE
009830	03427	A AND B NEWS AGENCY	55.70	01 APR 91	SUBSCRIPTION - RENSSELAER
009831	03428	ABC SCHOOL SUPPLY INC.	235.71	01 APR 91	TOYS
009832	03429	ACE HARDWARE	76.22	01 APR 91	JAIL SUP. - JAIL & BUILDING MAT.
009833	03430	AMERICAN LIBRARY ASSOCIATION	87.89	01 APR 91	FOSTER, BOOKMARKS, SUMMER RE
009834	03431	ASSOCIATED LIBRARIES, INC.	1787.24	01 APR 91	BOOKS
009835	03432	BAKER & TAYLOR	713.61	01 APR 91	BOOKS
009836	03433	BAKER & TAYLOR	1035.00	01 APR 91	LEASE BOOKS
009837	03434	BANK ONE	32.00	01 APR 91	SAFETY DEPOSIT BOX RENTAL
009838	03435	DARR FERNANDEZ	60.00	01 APR 91	SNOW REMOVAL -- DEMOTTE
009839	03436	BOILER & PRESSURE VESSEL DIV	12.00	01 APR 91	INSPECTION OF BOILER -- RENS
009840	03437	BRAD HANSEN	125.00	01 APR 91	SNOW REMOVAL -- DEMOTTE
009841	03438	BRODART CO.	1419.02	01 APR 91	SYSDAC CARDS, RIBBONS, & TAP
009842	03439	CHAMBER OF COMMERCE	65.00	01 APR 91	1991 DUES
009843	03440	CHERYL A. WITTY	62.50	01 APR 91	MILEAGE TO ANDERSON, IN FOR
009844	03441	CHILDRENS PRESS	18.60	01 APR 91	BOOKS
009845	03442	COUNTRY WOMAN	25.56	01 APR 91	SUBSCRIPTION -- WHEATFIELD
009846	03444	CHARLOTTE FAGEN	67.50	01 APR 91	MILEAGE, BOOKS, P.O. BOX REN
009847	03445	DAVID DEVRIES	160.00	01 APR 91	REPAIRS & CONSTRUCT DRAWERS

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301 N. VAN RENSSELAER STREET

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
009848	03446	DEMCO	614.41	01 APR 91	EQUIPMENT, PROCESSING & LIB?
009849	03447	DEMOTTE OFFICE SUPPLY	6.95	01 APR 91	RECEIPT BOOK -- DEMOTTE
009850	03448	EBSCO SUBSCRIPTION SERVICES	5458.21	01 APR 91	SUBSCRIPTIONS
009851	03449	EDUCATION RECORD CENTER	184.86	01 APR 91	BOOKS & CASSETTES
009852	03450	FAGEN PHARMACY	2.07	01 APR 91	FOSTER BOARD -- DEMOTTE
009853	03451	FAGEN PHARMACY	13.63	01 APR 91	JANITORIAL SUPPLIES -- WHEAT
009854	03452	SALE RESEARCH INC.	76.63	01 APR 91	BOOKS
009855	03453	H. M. WILSON COMPANY	98.00	01 APR 91	BOOKS
009856	03454	GATEWAY EDUCATIONAL PRODUCTS	157.45	01 APR 91	VIDEOCASSETTE
009857	03455	HARVEY'S	37.52	01 APR 91	LIB. SUPPLIES--CR & LIGHT BU
009858	03456	HERITAGE OFFICE PRODUCTS, IN	214.36	01 APR 91	OFF.SUP., COPY PAPER, SIGNS
009859	03457	HIGHSMITH CO. INC.	262.80	01 APR 91	CONTACT PAPER FOR PROCESSING
009860	03458	INCOLSA	50.00	01 APR 91	1991 MEMBERSHIP FEE
009861	03459	INGRAM	602.04	01 APR 91	VIDEOCASSETTES
009862	03460	JAMES TREE & PAINTING SERVIC	50.00	01 APR 91	CLEANED BUTTERS -- RENNELAE
009863	03461	JILL TACHIRIS	31.00	01 APR 91	MILEAGE & BOOKS
009864	03462	JULIE BRAY	54.00	01 APR 91	MILEAGE & SUMMER READING FRI
009865	03463	K.V.ELECTRIC	52.00	01 APR 91	REPLACE LIGHTING -- DEMOTTE
009866	03464	MACMILLAN PUBLISHING CO.	580.00	01 APR 91	BOOKS
009867	03465	MARY DUGLEBY	74.86	01 APR 91	MILEAGE, POSTAGE, TAPE
009868	03466	MARY K. MARTIN	47.50	01 APR 91	MILEAGE
009869	03467	MOLENAAR & HUGHES	40.00	01 APR 91	LAWN TREATMENT -- DEMOTTE
009870	03468	MUSIC WHOLESALERS	456.75	01 APR 91	COMPACT DISCS
009871	03469	ODMS DISPOSAL SERVICE INC.	11.50	01 APR 91	TRASH PICK-UP-- DEMOTTE
009872	03470	PAS-TIME BOOKS	1700.36	01 APR 91	BOOKS & RECORDINGS
009873	03471	PHILIP HOWARD	15.00	01 APR 91	SNOW REMOVAL -- WHEATFIELD
009874	03472	POSTMASTER GENERAL	66.00	01 APR 91	POSTAGE
009875	03473	QUILL	342.47	01 APR 91	EASELS, COPY HOLDER, & OFFIC
009876	03474	RAINTREE PUBLISHERS	74.27	01 APR 91	BOOKS
009877	03475	RANDY ALLEN	20.00	01 APR 91	SNOW REMOVAL -- WHEATFIELD
009878	03476	READER'S DIGEST ASSOCIATION	25.40	01 APR 91	SUBSCRIPTIONS -- DEMOTTE & R
009879	03477	RENSSELAER REPUBLICAN	35.20	01 APR 91	JOB AD -- RENNELAE PAGE
009880	03478	R W POOL CO., INC.	181.71	01 APR 91	JANITORIAL SUP. -- RENS. & W
009881	03479	SCARECROW PRESS	32.50	01 APR 91	SUBSCRIPTION -- DEMOTTE
009882	03480	SCHWARTZ-HILL BOOK COMPANY	3.77	01 APR 91	BOOK KITS
009883	03481	SECURITY COUNTERS, INC.	330.00	01 APR 91	TRANSPORT BETWEEN BRANCHES
009884	03482	SIMON & SCHUSTER SCHOOL GROU	120.16	01 APR 91	BOOKS
009885	03483	SOCIAL ISSUES RESOURCES SERI	144.00	01 APR 91	SUBSCRIPTION -- DEMOTTE & WH
009886	03484	SMITH TRUE VALUE FARM STORE	34.99	01 APR 91	BALLAST -- RENNELAE
009887	03485	TEETERS CULLISAN	24.90	01 APR 91	COOLER RENTAL -- RENNELAE
009888	03486	THE L.O.M. CORPORATION	3884.25	01 APR 91	ARCHITECTURAL SERVICES -- RE
009889	03487	WALLMANN'S	33.12	01 APR 91	JANITORIAL SUPPLIES -- RENS.
009890	03488	ZOOBOOKS	15.95	01 APR 91	SUBSCRIPTION -- DEMOTTE
ADJ. ENTR	03426	JASPER COUNTY PUBLIC LIBRARY	119000.00	25 MAR 91	CERT. OF DEPOSIT MATURED

--TOTAL AMOUNT OF CLAIMS-- 237905.79

ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 3 pages, and except for claims not allowed as shown on the Register, such claims are hereby allowed in the total amount of 239905.79. Dated 01 APR 91.

[illegible]

[illegible]

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

MARCH 1991

	RENSSELAER	DEMOTTE	WHEATFIELD	TOTAL
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REGISTRATIONS

Borrowers--Beginning of month:

Resident	89	97	61	247
Non-resident				0
Expired cards	57	41	15	113
Total Registered				13345 13316

REFERENCE QUESTIONS

Telephone				
Directional	159	131	40	330
Reference	139	230	56	425
In-person				
Directional	170	298	25	493
Reference	303	522	57	882
Total	771	1181	178	2130

INTRALIB. LOAN ITEMS FILLED	52	180	113	345
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LOCAL HISTORY

In person	15
Microfilms used	15
Letters	4

IN-HOUSE USE OF HARDWARE/SOFTWARE

Computer agreements	61		68
Software used	81	5	104
VCR Use			
Microforms	5		
Other			

XX

INTERLIBRARY LOANS (SYSTEM)

Requests made for:	110	135	7
Items rec'd for:	62	78	4
Items outstanding:	48	57	3
Items from Ind. libs.	51	66	3

Items requested by other libraries	0
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Items supplied to other libraries	0
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Info requests answd for other libs	0
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Info requests sent	0
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MAY

AGENDA.....May 7, 1991
JCPL BOARD OF TRUSTEES Rensselaer Library, 7 PM

1. Resolution to appropriate bond proceeds
2. Minutes
3. Bills/Financial statements
4. Director's report
5. Building Project
 - 5.1. Construction Manager
 - 5.2. Authority to proceed with project
6. Reciprocal Borrowing
7. Rensselaer business
 - 7.1 Finalizing purchase of Rensselaer property
8. Wheatfield business
9. DeMotte business
 - 9.1 Resolution to purchase Huber property
 - 9.2 Approval of Parking Scheme for DeMotte building
10. Health insurance
- 11 . Adjournment

MINUTES.....April 1, 1991 Rensselaer
Library
7:00 PM
Library Board Meeting

A regular meeting of the Library Board of the Jasper County Public Library was held at the Main Library, 301 N. Van Rensselaer St., Rensselaer, Indiana on April 1, 1991 at 7:00 p.m. (CST), pursuant to notice duly given in accordance with the rules of the Board and IC 5-14-1.5.

The meeting was called to order by Miriam Lawyer, President of the Board, and the minutes of the meeting were recorded by Barbara Leestma, Secretary of the Board. The members of the Board were shown to be present or absent as follows:

Present: Miriam Lawyer, Wilbur Doty, Barbara Leestma, Wanda Stewart, Mary Linda Casey, Robert Souza

Absent: Margaret Hohner

The President announced that a quorum was present for the transaction of business.

Bond Registrar and Paying Agent Bids:

B. Moriarty announced that requests were sent to Indiana National Bank, DeMotte State Bank, Bank One, and First of America for bids on the position as Registrar and Paying Agent for the library's bond issue, said bids to be submitted to the Jasper County Public Library by 5 PM, April 1, 1991. Three bids were received, from all banks except Indiana National Bank. Since terms of the bids were unclear, Bill will seek further information before presenting them to the Board for a decision.

Hearing on appropriation of bond proceeds:

There were presented to the Board proofs of publication and posting of the notice of petition for the issuance of bonds, the notice of determination to issue bonds and the notice of the public hearing to be held at this meeting on the additional appropriation of the proceeds of such bonds. Said notices and proofs of publication and posting have been examined and found to be in due form of law. On motion duly made, seconded and unanimously carried, the same were approved and ordered filed.

The President stated that the Board was now ready to hear any taxpayers desiring to be heard in respect to the appropriation in the amount of Three Million Nine Hundred Thousand Dollars (\$3,900,000) proposed to be made on account of the project. The funds required to meet said appropriation are to be provided from the proceeds of the bonds of the Jasper County Public Library heretofore authorized.

Ten citizens were present to voice their concerns about the cost of this building project. After hearing all persons desiring to be heard with respect to the necessity for this appropriation, a motion was made by Wilbur Doty to appropriate \$3,900,000 for this library project. However, this motion died for lack of a second. Thereupon, on motion duly made by Mary Linda Casey, seconded by Wanda Stewart, the following resolution was adopted by a vote of 5 to 1 (Doty):

BE IT RESOLVED: That the Library Board of Jasper County Public Library postpone action on this additional appropriation until the next regular Library Board meeting to be held on Monday, May 6, 1991 at 7:00 p.m. CDT at the Main Library, 301 N. Van Rensselaer Street, Rensselaer, Indiana, in order for the Board to take under advisement and consider these concerns voiced by the citizens present, and so that a meeting with the architect and library personnel can be held to determine if any costs can be reduced without compromising the essence of this building project.

Minutes: The minutes of the March 4 and March 18 board meetings were approved on a motion by B. Souza, seconded by B. Leestma. The question had been raised concerning

whether a Board member could change his/her vote after the Board meeting, if that change does not affect the outcome of the motion. It was determined that, according to Robert's Rules of Order, votes may not be changed after the final decision has been made.

Bills, Financial Statements: Bills, payroll and financial statements were approved on a motion by W. Doty, seconded by M.L. Casey.

L. Daugherty noted that the assessed valuation and tax rates for 1991 have been adjusted. The assessed valuation for the library district has changed from \$257,925,580 to \$299,512,045, changing the 1991 tax rate from .1378 to .11870.

Director's Report: The Director noted the decrease in circulation at Rensselaer, noting that the ice storm and subsequent library closings may be to blame. She also reported on the robbery at the Wheatfield library, and indicated that the perpetrator was a man with an alcohol problem crying for help, that the \$3.50 taken had been returned and that the staff had handled the incident and subsequent publicity extremely capably.

Automation Consultant: On a motion by W. Doty, seconded by B. Leestma, the Board authorized the director to hire an automation consultant at a cost of up to \$18,500, when the bond issue for the building project is approved.

VISA Card: The Board disapproved the obtaining of a VISA charge card for library use.

Rensselaer Business: The Board asked that the inner door of the public bathroom be removed until it could be refinished in such a way that graffiti cannot be etched into it.

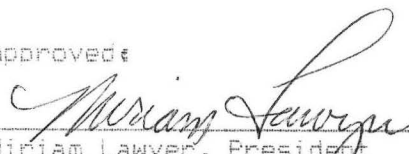
Wheatfield business: The Board authorized L. Daugherty to proceed with the Wheatfield gutter project, advertising for bids if necessary. The Board asked that pruning be done and that special attention be given to the planting area near the sewage indicator, so that the indicator could be camouflaged.

The Board decided to hold an executive session on Wednesday, April 24, to discuss negotiations concerning a small parcel of DeMotte real estate and a quiet title lawsuit for certain DeMotte real estate.

There being no further business presented, on motion duly made, seconded, and unanimously carried, the Board adjourned at 10:10 PM.


Barbara Leestma, Secretary

Approved:


Miriam Lawyer, President

EXCERPTS FROM THE MINUTES OF REGULAR MEETING
OF THE LIBRARY BOARD OF THE JASPER COUNTY PUBLIC LIBRARY

A regular meeting of the Library Board of the Jasper County Public Library was held at the Main Library, 301 N. Van Rensselaer St., Rensselaer, Indiana on April 1, 1991 at the hour of 7:00 p.m. (CST), pursuant to notice duly given in accordance with the rules of the Board and IC 5-14-1.5.

The meeting was called to order by Miriam Lawyer, President of the Board, and the minutes of the meeting were recorded by Barbara Leestma, Secretary of the Board.

On call of the roll, the members of the Board were shown to be present or absent as follows:

Present: Miriam Lawyer, Wilbur D. Doty, Robert Souza, Wanda Stewart, Mary Linda Casey, and Barbara Leestma.

Absent: Margaret Hohner

The President announced that a quorum was present for the transaction of business.

(Among other proceedings had and
actions taken were the following:)

There were presented to the Board proofs of publication and posting of the notice of petition for the issuance of bonds, the notice of determination to issue bonds and the notice of the public hearing to be held at this meeting on the additional appropriation of the proceeds of such bonds. Said notices and proofs of publication and posting have been examined and found to be in due form of law. On motion duly made, seconded and unanimously carried, the same were approved and ordered filed.

The President stated that the Board was now ready to hear any taxpayers desiring to be heard in respect to the appropriation in the amount of Three Million Nine Hundred Thousand Dollars (\$3,900,000) proposed to be made on account of the project. The funds required to meet said appropriation are to be provided from the proceeds of the bonds of the Jasper County Public Library heretofore authorized.

Ten persons were present to voice their concerns about the cost of this building project. After hearing all persons desiring to be heard with respect to the necessity for this appropriation, a motion was made by Wilbur Doty to appropriate \$3,900,000 for this library project. However, this motion died for lack of a second. Thereupon, on motion duly made by Mary Linda Casey, seconded by Wanda Stewart, the following resolution was adopted by a vote of 5 to 1 (Doty):

BE IT RESOLVED: That the Library Board of Jasper County Public Library postpone action on this additional appropriation until the next regular Library Board meeting to be held on Monday, May 6, 1991 at 7:00 p.m. CDT at the Main Library, 301 N. Van Rensselaer Street, Rensselaer, Indiana, in order for the Board to take under advisement and consider these concerns voiced by the citizens present, and so that a meeting with the architect and library personnel can be held to determine if any costs can be reduced without compromising the essence of this building project.

(Other business)

There being no further business presented, on motion duly made, seconded, and unanimously carried, the meeting thereupon adjourned.



Barbara Leestma, Secretary

Approved:


Miriam Lawyer, President

FINANCIAL STATEMENT
JASPER COUNTY PUBLIC LIBRARY

MAY 6, 1991

	Beginning Balance	Receipts	Disbursements	Ending Balance
Operating Fund	106217.80	5675.17	53700.84	58192.13
Gift Funds				
DeMotte	3489.75	0.00	85.56	3404.19
Rensselaer	2519.55	25.00	260.80	2283.75
Wheatfield	976.48	0.00	0.00	976.48
Bond and Interest Funds				
DeMotte	0.00	0.00	0.00	0.00
Wheatfield	20049.11	0.00	0.00	20049.11
LRF Fund	22971.50	0.00	0.00	22971.50
Petty Cash Funds				
DeMotte	30.00	0.00	0.00	30.00
Rensselaer	60.00	0.00	0.00	60.00
Wheatfield	30.00	0.00	0.00	30.00
Reciprocal Borrowing Fund	0.00	0.00	0.00	0.00
Levy Excess Fund	2580.00	0.00	2580.00	0.00
P.E.R.F.	2034.57	0.00	1351.41	683.16
Reserve for Insurance	719.27	0.00	-162.70	881.97
TOTAL ALL FUNDS	161678.03	5700.17	57815.91	109562.29

APPROPRIATION REPORT

----- JASPER COUNTY PUBLIC LIBRARY -----

06 MAY 91

Account #	DESCRIPTION	ANNUAL APPROPRIATION	CHANGE TO APPROPRIATION	CURRENT APPROPRIATION	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	APPROPRIATION BALANCE	SPENT Y-T-D
1.11	SALARY OF LIBRARIAN	33920.00	.00	33920.00	2826.68	11306.72	22613.28	33%
1.12	SALARY OF ASSISTANTS	266765.00	.00	266765.00	22158.47	86915.04	179849.96	33%
1.13	WAGES OF JANITORS	15520.00	.00	15520.00	1045.43	4052.98	11467.02	26%
1.21	EMPLOYER'S SHARE-FICA	24172.00	.00	24172.00	1991.35	7824.07	16347.93	32%
1.22	UNEMPLOYMENT COMPENSATION	2000.00	.00	2000.00	448.58	1304.25	695.75	65%
1.23	EMPLOYER'S CONTRIBUTION - PERF	16931.00	.00	16931.00	4577.79	8629.54	8301.46	51%
1.24	EMPLOYER'S CONTRIBUTION - INS.	6000.00	.00	6000.00	.00	.00	6000.00	0%
1.31	OTHER PERSONAL SERVICES	2000.00	.00	2000.00	.00	.00	2000.00	0%
2.11	OFFICIAL RECORDS	1000.00	.00	1000.00	.00	487.30	512.70	48%
2.12	STATIONERY AND PRINTING	900.00	.00	900.00	309.00	309.00	591.00	34%
2.13	OTHER OFFICE SUPPLIES	3250.00	.00	3250.00	49.96	741.11	2508.89	23%
2.21	CLEANING & SANITATION SUPPLIES	3900.00	.00	3900.00	227.16	827.50	3072.50	21%
2.22	FUEL, OIL & LUBRICANTS	100.00	.00	100.00	.00	.00	100.00	0%
2.23	OTHER OPERATING SUPPLIES	100.00	.00	100.00	.00	.00	100.00	0%
2.31	BUILDING MATERIALS & SUPPLIES	750.00	.00	750.00	39.66	90.69	659.31	12%
2.32	PAINT AND PAINTING SUPPLIES	200.00	.00	200.00	.00	.00	200.00	0%
2.33	REPAIR PARTS	250.00	.00	250.00	.00	93.44	156.56	37%
2.41	LIBRARY SUPPLIES	8000.00	.00	8000.00	141.62	2943.88	5056.12	37%
2.42	OTHER SUPPLIES	2000.00	.00	2000.00	70.96	423.96	1576.04	21%
3.11	CONSULTING SERVICES	1000.00	.00	1000.00	465.00	465.00	535.00	47%
3.12	ENGINEERING & ARCH. SERVICES	1000.00	.00	1000.00	.00	13129.25	-12129.25	1313%
3.13	LEGAL SERVICES	1500.00	.00	1500.00	.00	.00	1500.00	0%
3.14	OTHER PROFESSIONAL SERVICES	5500.00	.00	5500.00	358.00	1626.32	3873.68	30%
3.21	TELEPHONE	9000.00	.00	9000.00	598.39	2226.65	6773.35	25%
3.22	POSTAGE	3500.00	.00	3500.00	288.09	1041.34	2458.66	30%
3.23	TRAVELING EXPENSE	5000.00	.00	5000.00	611.75	1052.50	3947.50	21%
3.24	PROFESSIONAL MEETINGS	6000.00	.00	6000.00	385.86	1740.36	4259.64	29%
3.25	FREIGHT	200.00	.00	200.00	.00	.00	200.00	0%
3.31	ADVERTISING & PUBLIC NOTICES	1500.00	.00	1500.00	59.92	109.62	1390.38	7%
3.32	OTHER PRINTING	500.00	.00	500.00	.00	.00	500.00	0%
3.41	OFFICIAL BONDS	1000.00	.00	1000.00	.00	250.00	750.00	25%
3.42	OTHER INSURANCE	7000.00	.00	7000.00	5016.00	5531.80	1468.20	79%
3.51	GAS	7000.00	.00	7000.00	324.07	2175.29	4824.71	31%
3.52	ELECTRICITY	18000.00	.00	18000.00	708.94	4555.14	13444.86	25%
3.53	WATER	500.00	.00	500.00	61.59	155.05	344.95	31%
3.54	WASTE DISPOSAL SERVICES	500.00	.00	500.00	12.14	78.92	421.08	16%
3.61	BUILDING & STRUCTURES	7500.00	.00	7500.00	60.00	946.78	6553.22	13%
3.62	EQUIPMENT	1000.00	.00	1000.00	.00	260.20	739.80	26%
3.71	REAL ESTATE	1.00	.00	1.00	.00	.00	1.00	0%
3.72	EQUIPMENT	1000.00	.00	1000.00	24.90	170.10	829.90	17%
3.91	DUES	800.00	.00	800.00	.00	898.15	-98.15	112%
3.92	INTEREST ON TEMPORARY LOANS	1.00	.00	1.00	.00	.00	1.00	0%
3.93	TAXES & ASSESSMENTS	1.00	.00	1.00	40.74	40.74	-39.74	4071%
3.94	TRANSFER TO LRF	70000.00	.00	70000.00	.00	.00	70000.00	0%
3.95	LAWN CARE & MAINTENANCE CONT.	7000.00	.00	7000.00	79.17	3009.87	3990.13	43%
3.96	PETTY CASH	120.00	.00	120.00	.00	.00	120.00	0%
3.97	INTERVIEWING & MOVING EXP.	250.00	.00	250.00	.00	.00	250.00	0%
4.1	LAND	1.00	.00	1.00	.00	.00	1.00	0%
4.2	BUILDINGS	1.00	.00	1.00	.00	.00	1.00	0%
4.4	FURNITURE & EQUIPMENT	15000.00	.00	15000.00	198.37	1710.90	13289.10	11%
4.51	BOOKS	100000.00	.00	100000.00	9040.80	21203.04	78796.96	21%
4.52	PERIODICALS & NEWSPAPERS	25300.00	.00	25300.00	448.10	11379.12	13920.88	45%
4.53	NONPRINTED MATERIALS	19500.00	.00	19500.00	891.27	5422.43	14077.57	28%
4.61	BOOKS ENCUMBERED	7354.30	.00	7354.30	141.08	4399.71	2954.59	60%
	-TOTAL-	711287.30	.00	711287.30	53700.84	209527.76	501759.54	29%

RECEIPT BREAKDOWN FOR
MAY 6, 1991

FINES and FEES.....		1217.60
DeMotte	585.35	
Rensselaer	362.13	
Wheatfield	270.12	
PHOTOCOPIES.....		828.84
DeMotte	420.45	
Rensselaer	222.14	
Wheatfield	186.25	
CARDS.....		16.40
DeMotte	12.00	
Rensselaer	.90	
Wheatfield	3.50	
INTEREST.....		944.92
GIFT FUNDS.....		25.00
DeMotte	0.00	
Rensselaer	25.00	
Wheatfield	0.00	
REFUND -- City of Rensselaer overcharged on utilities.		87.41
TRANSFER -- from Excess Levy Fund to Operating Fund...		2580.00
TOTAL AMOUNT OF RECEIPTS.....		5700.17

{-----BANK BALANCES-----}

DATE {06 MAY 91}

A1 {BANK ONE CHECKING	}	B1 {	68915.14}
A2 {CERTIFICATE OF DEPOSIT #1	}	B2 {	.00}
A3 {CERTIFICATE OF DEPOSIT #2	}	B3 {	.00}
A4 {FIRST OF AMERICA	}	B4 {	10612.77}
A5 {DEMOTTE STATE BANK	}	B5 {	9948.64}
A6 {INDIANA FEDERAL	}	B6 {	17536.72}
A7 {LAFAYETTE NATIONAL BANK	}	B7 {	2549.02}
A8 {	}	B8 {	.00}
A9 {	}	B9 {	.00}
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TOTAL		B10{	109562.29}

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----- JASPER COUNTY PUBLIC LIBRARY -----

301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

06 MAY 91

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
001275	3510	PAULA L. BAUGH	290.16	15 APR 91	PAYROLL
001276	3513	SHANNON BAUNACH	111.00	15 APR 91	PAYROLL
001277	3490	JULIE BRAY	572.01	15 APR 91	PAYROLL
001278	3500	GLENDA BROWN	419.73	15 APR 91	PAYROLL
001279	3508	RENEE CARR	243.05	15 APR 91	PAYROLL
001280	3506	MARK CASSELLO	64.27	15 APR 91	PAYROLL
001281	3505	LYNN DAUGHERTY	974.71	15 APR 91	PAYROLL
001282	3497	MARY DUGGLEBY	388.57	15 APR 91	PAYROLL
001283	3491	CHARLOTTE FAGEN	483.34	15 APR 91	PAYROLL
001284	3515	PAMELA FERBER	644.78	15 APR 91	PAYROLL
001285	3517	KIMBERLY GARWOOD	673.57	15 APR 91	PAYROLL
001286	3511	ROSE E. HOWARD	279.05	15 APR 91	PAYROLL
001287	3512	KRISTIN JOHNSON	86.90	15 APR 91	PAYROLL
001288	3501	DIANA KODY	73.87	15 APR 91	PAYROLL
001289	3495	JOAN KOPANDA	279.28	15 APR 91	PAYROLL
001290	03489	MARY K. MARTIN	755.33	15 APR 91	PAYROLL
001291	3502	RYAN MORELAND	93.49	15 APR 91	PAYROLL
001292	3507	ERICA MURRAY	67.39	15 APR 91	PAYROLL
001293	3498	KATHLEEN PADGITT	338.78	15 APR 91	PAYROLL
001294	3499	BONNIE POWELL	279.74	15 APR 91	PAYROLL
001295	3516	JULIE SCHLEUDER	129.81	15 APR 91	PAYROLL
001296	3492	SHARON SCHULENBERG	423.42	15 APR 91	PAYROLL
001297	3503	EILEEN SPURGEON	117.13	15 APR 91	PAYROLL
001298	3519	COURTNEY STEWART	86.34	15 APR 91	PAYROLL
001299	3514	NICOLE SYKES	46.60	15 APR 91	PAYROLL
001300	3493	JILL TACHTIRIS	417.53	15 APR 91	PAYROLL
001301	3504	ELIZABETH THONE	112.40	15 APR 91	PAYROLL
001302	3518	JOHN TOWNSEND	174.92	15 APR 91	PAYROLL
001303	3509	AMBER WARRAN	223.72	15 APR 91	PAYROLL
001304	3496	DIANE WIERS	326.83	15 APR 91	PAYROLL
001305	3494	CHERYL WITTY	456.45	15 APR 91	PAYROLL
001306	3550	PAULA L. BAUGH	290.16	30 APR 91	PAYROLL
001307	3553	SHANNON BAUNACH	91.40	30 APR 91	PAYROLL
001308	3530	JULIE BRAY	572.01	30 APR 91	PAYROLL
001309	3540	GLENDA BROWN	419.73	30 APR 91	PAYROLL
001310	3548	RENEE CARR	243.05	30 APR 91	PAYROLL
001311	3546	MARK CASSELLO	174.05	30 APR 91	PAYROLL
001312	3545	LYNN DAUGHERTY	974.71	30 APR 91	PAYROLL
001313	3537	MARY DUGGLEBY	388.57	30 APR 91	PAYROLL
001314	3531	CHARLOTTE FAGEN	483.34	30 APR 91	PAYROLL
001315	3555	PAMELA FERBER	644.78	30 APR 91	PAYROLL
001316	3557	KIMBERLY GARWOOD	673.57	30 APR 91	PAYROLL
001317	3551	ROSE E. HOWARD	279.05	30 APR 91	PAYROLL
001318	3552	KRISTIN JOHNSON	65.20	30 APR 91	PAYROLL
001319	3541	DIANA KODY	43.87	30 APR 91	PAYROLL
001320	3535	JOAN KOPANDA	279.28	30 APR 91	PAYROLL
001321	03529	MARY K. MARTIN	755.33	30 APR 91	PAYROLL
001322	3542	RYAN MORELAND	71.27	30 APR 91	PAYROLL

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301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

06 MAY 91

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
001323	3547	ERICA MURRAY	64.27	30 APR 91	PAYROLL
001324	3538	KATHLEEN PADGITT	338.78	30 APR 91	PAYROLL
001325	3539	BONNIE POWELL	279.74	30 APR 91	PAYROLL
001326	3556	JULIE SCHLEUDER	102.11	30 APR 91	PAYROLL
001327	3532	SHARON SCHULENBERG	423.42	30 APR 91	PAYROLL
001328	3543	EILEEN SPURGEON	147.95	30 APR 91	PAYROLL
001329	3559	COURTNEY STEWART	66.72	30 APR 91	PAYROLL
001330	3554	NICOLE SYKES	55.90	30 APR 91	PAYROLL
001331	3533	JILL TACHTIRIS	417.53	30 APR 91	PAYROLL
001332	3544	ELIZABETH THONE	6.75	30 APR 91	PAYROLL
001333	3558	JOHN TOWNSEND	110.91	30 APR 91	PAYROLL
001334	3549	AMBER WARRAN	223.72	30 APR 91	PAYROLL
001335	3536	DIANE WIERS	326.83	30 APR 91	PAYROLL
001336	3534	CHERYL WITTY	456.45	30 APR 91	PAYROLL
009891	3520	BANK ONE	3438.29	15 APR 91	FICA & FED TAX WITHHELD 15 A
009892	03521	INDIANA DEFERRED COMPENSATIO	72.50	15 APR 91	WITHHELD FROM 15 APR 91 PAYR
009893	03522	NIPSCO	349.76	15 APR 91	DEMOTTE UTILITIES
009894	03523	NIPSCO	58.38	15 APR 91	WHEATFIELD UTILITIES
009895	03524	NORTHWESTERN INDIANA TELEPHD	77.45	15 APR 91	DEMOTTE TELEPHONE
009896	03525	UNITED TELEPHONE COMPANY	322.52	15 APR 91	RENSSELAER TELEPHONE
009897	03526	UNITED TELEPHONE COMPANY	120.77	15 APR 91	WHEATFIELD TELEPHONE
009898	03527	INDIANA DEPT. OF EMPLOYMENT	448.58	15 APR 91	QUARTERLY CONTRIB.--1ST QUAR
009899	03528	PUBLIC EMPLOYEES' RETIREMENT	6612.36	15 APR 91	1ST QUARTER 1991 PAYMENT
009900	3560	BANK ONE	3405.24	30 APR 91	FICA & FED TAX WITHHELD 30 A
009901	03561	INDIANA DEFERRED COMPENSATIO	72.50	30 APR 91	WITHHELD FROM 30 APR 91 PAYR
009902	03562	INDIANA DEPARTMENT OF REVENUE	1082.92	30 APR 91	STATE & COUNTY TAX WITHHELD
009903	03563	CITY OF RENSSELAER	316.59	30 APR 91	RENSSELAER UTILITIES
009904	03564	AT&T	65.06	30 APR 91	DEMOTTE TELEPHONE
009905	03566	ABC SCHOOL SUPPLY INC.	23.63	06 MAY 91	TOYS FOR TOY LIBRARY
009906	03567	ACE HARDWARE	107.65	06 MAY 91	JANITORIAL SUPPLIES -- DEMOT
009907	03568	AMERICAN LIBRARY ASSOCIATION	14.95	06 MAY 91	BOOKLINKS SUBSCRIPTION -- DE
009908	03569	AUSTIN BOOK SALES	1590.72	06 MAY 91	BOOKS
009909	03570	AVC CORPORATION	90.00	06 MAY 91	CLASSES FOR WITTY
009910	03571	BAKER & TAYLOR	80.27	06 MAY 91	BOOKS
009911	03572	BAKER & TAYLOR	3695.63	06 MAY 91	BOOKS & SUMMER READING SUPPL
009912	03573	BAKER & TAYLOR	621.00	06 MAY 91	LEASE BOOKS
009913	03574	BEN FRANKLIN	9.47	06 MAY 91	CRAFT SUPPLIES -- DEMOTTE
009914	03575	BRODART CO.	88.33	06 MAY 91	SYSDAC TAPE
009915	03576	CAMPBELL PRINTING COMPANY	309.00	06 MAY 91	STATIONARY
009916	03577	CHERYL A. WITTY	58.09	06 MAY 91	RENSSELAER PETTY CASH REIMBU
009917	03578	CHERYL A. WITTY	119.50	06 MAY 91	MILEAGE
009918	03579	CHILDRENS PRESS	103.73	06 MAY 91	BOOKS
009919	03580	CONVERSA-PHONE INSTITUTE, IN	28.21	06 MAY 91	CASSETTES
009920	03581	CURRENT LEADERS PUBLISHING C	285.00	06 MAY 91	BOOKS
009921	03582	DAVID DEVRIES	30.00	06 MAY 91	REPAIRED LIGHTS & SHELVING A
009922	03583	DAVID R. SMITH	465.00	06 MAY 91	REVIEW OF RENSSELAER BUILDIN
009923	03584	DAVIDSON TITLES INC.	80.17	06 MAY 91	BOOKS
009924	03585	DICK JOLINK	37.50	06 MAY 91	MOWING --- DEMOTTE

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301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

06 MAY 91

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
009925	03586	ENCYCLOPAEDIA BRITANNICA ED.	1069.20	06 MAY 91	BOOKS
009926	03587	FACTS ON FILE, INC.	775.07	06 MAY 91	BOOKS
009927	03588	FAGEN PHARMACY	11.51	06 MAY 91	JANITORIAL SUP. & FILM -- DE
009928	03589	GAYLORD BROS.	136.65	06 MAY 91	PAPER CUTTER & FINE CALCULAT
009929	03590	GRUNKO FILMS INC.	63.40	06 MAY 91	VIDEOCASSETTES
009930	03591	H. W. WILSON COMPANY	386.00	06 MAY 91	SUBSCRIPTIONS
009931	03592	HARVEY'S	27.12	06 MAY 91	JANITORIAL SUP. & EQUIPMENT
009932	03593	HERITAGE OFFICE PRODUCTS, IN	134.90	06 MAY 91	OFFICE SUP., COPY PAPER, RUB
009933	03594	INDIANA STATE LIBRARY	.50	06 MAY 91	2 COPIES -- COUNTY PROFILE
009934	03595	INGRAM	568.07	06 MAY 91	VIDEOCASSETTES
009935	03596	JASPER COUNTY FARM BUREAU CO	28.96	06 MAY 91	SHELVING IN TECHNICAL SERVIC
009936	03597	JILL TACHTIRIS	62.00	06 MAY 91	MILEAGE TO ILA APRIL 18, 199
009937	03598	JULIE BRAY	53.00	06 MAY 91	MILEAGE TO ILA APRIL 18, 199
009938	03599	JOHN WILEY & SONS, INC.	15.65	06 MAY 91	BOOKS
009939	03600	K.V.ELECTRIC	30.00	06 MAY 91	REPAIRS AT DEMOTTE
009940	03601	KANKAKEE VALLEY POST NEWS	59.92	06 MAY 91	ADVERTISEMENT
009941	03602	KAPER'S BUILDING MATERIAL, I	10.70	06 MAY 91	PLYWOOD
009942	03603	KAPLAN SCHOOL SUPPLY CORP.	95.02	06 MAY 91	PUZZLE CASE & TOYS FOR TOY L
009943	03605	KATHLEEN PADGITT	11.00	06 MAY 91	MILEAGE FROM STAFF MEETING A
009944	03606	KIMBERLY GARWOOD	103.75	06 MAY 91	EXPENSES AT ILA CONF., APR.
009945	03607	LYNN DAUGHERTY	503.95	06 MAY 91	MILEAGE, CONFERENCES & PHONE
009946	03608	MARY K. MARTIN	67.00	06 MAY 91	MILEAGE
009947	03609	NANCY'S NOTIONS, LTD.	65.84	06 MAY 91	VIDEOCASSETTES
009948	03610	NATIONAL GEOGRAPHIC SOCIETY	14.95	06 MAY 91	BOOKS
009949	03611	NEWSBANK	25.00	06 MAY 91	MICROFICHE STORAGE BOX
009950	03612	NIPSCO	326.57	06 MAY 91	DEMOTTE UTILITIES
009951	03613	OOMS DISPOSAL SERVICE INC.	11.67	06 MAY 91	TRASH PICK-UP AT DEMOTTE
009952	03614	PAS-TIME BOOKS	134.68	06 MAY 91	BOOKS & VIDEOCASSETTES
009953	03615	PHILIP HOWARD	30.00	06 MAY 91	SNOW SHOVELING -- WHEATFIELD
009954	03616	POSTMASTER GENERAL	230.00	06 MAY 91	POSTAGE
009955	03617	PUBLISHER'S CHOICE	92.95	06 MAY 91	VIDEOCASSETTES
009956	03618	R.R. BOWKER	184.54	06 MAY 91	BOOKS
009957	03619	R W POOL CO., INC.	107.06	06 MAY 91	JANITORIAL SUP. -- RENS. & W
009958	03620	SECURITY COURIERS, INC.	357.50	06 MAY 91	TRANSPORT BETWEEN BRANCHES
009959	03621	SIMON & SCHUSTER SCHOOL GROU	424.94	06 MAY 91	BOOKS
009960	03622	STONE HILLS ALSA	6.95	06 MAY 91	BOOKS
009961	03623	TEETERS CULLIGAN	80.34	06 MAY 91	COOLER RENTAL & WATER
009962	03624	THOMAS PUBLISHING CO.	225.80	06 MAY 91	BOOKS
009963	03625	THE TIMES	31.20	06 MAY 91	SUBSCRIPTION -- DEMOTTE
009964	03626	TOWN & COUNTRY MUTUAL INS. C	5016.00	06 MAY 91	BUILDING & CONTENTS INSURANC
009965	03627	TREASURER OF JASPER COUNTY	40.74	06 MAY 91	REAL ESTATE TAX ON DEMOTTE P
009966	03628	TROLL ASSOCIATES INC.	142.15	06 MAY 91	TOYS FOR TOY LIBRARY
009967	03629	WARREN PUBLISHING HOUSE, INC	72.32	06 MAY 91	LIBRARY SUPPLIES & BOOKS
009968	03630	ZOOBOOKS	15.95	06 MAY 91	SUBSCRIPTION -- RENSSELAER
ADJ. ENTR	03565	JASPER COUNTY PUBLIC LIBRARY	69000.00	26 APR 91	CERT. OF DEPOSIT #17549 MATU
ADJ. ENTR	03631	JASPER COUNTY PUBLIC LIBRARY	2580.00	06 MAY 91	TRANSFER MONIES FROM EXCESS

--TOTAL AMOUNT OF CLAIMS-- 126815.91

ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 3 pages, and except for claims not allowed as shown on the Register, such claims are hereby allowed in the total amount of 126815.91. Dated 06 MAY 91.

_____	_____
_____	_____
_____	_____
_____	_____

CIRCULATION STATISTICS

[illegible]

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT
APRIL 1991

	RENSSELAER	DEMOTTE	WHEATFIELD	TOTAL
REGISTRATIONS				13316
Borrowers--Beginning of month:				13345
Resident	117	58	32	207
Non-resident				0
Expired cards	44	43	18	105
Total Registered				13447 13418
REFERENCE QUESTIONS				
Telephone				
Directional	140	102	128	370
Reference	313	156	107	576
In-person				
Directional	224	160	178	562
Reference	424	318	154	896
Total	1101	736	567	2404
INTERLIB. LOAN ITEMS FILLED	43	121	74	238
OPAC HISTORY				
In person	8			
Microfilms used	7			
Letters	4			
IN-HOUSE USE OF HARDWARE/SOFTWARE				
Computer agreements	68		73	
Software used	85		125	
VCR Use		5		
Microforms	9			
Other				
XX				
INTERLIBRARY LOANS (SYSTEM)				
Requests made for:	74	69	11	
Items rec'd for:	95	94	8	
Items outstanding:	-21	-25	3	
Items from Ind. libs.	75	82	7	
Items requested by other libraries	1			
Items supplied to other libraries	1			
Items requests answd for other libs				
Info requests sent				

JUNE

AGENDA.....June 3, 1991
Monthly Meeting Rensselaer Library
Jasper County Public Library Board of Trustees
7:00 PM

1. Architect's update
2. Lease and sale of DeMotte properties
 - 2.1 Public hearing
 - 2.2 Adoption of resolutions
 - 2.2.1 Resolution to lease school property for parking lot
 - 2.2.2 Resolution to purchase property
 - 2.2.3 Resolution to sell property
3. Minutes
4. Bills/Financial reports
 - 4.1 Bills to be allowed/Paychecks
 - 4.2 Financial statements
5. Director's report
6. Reciprocal Borrowing Agreement
7. 1992 Budget
 - 7.1 Setting of budget meeting schedule
 - 7.2 Proposed changes in salary schedule
8. Security system
9. Travel expense policy
10. Wheatfield Business
 - 10.1 Gutters
11. DeMotte Business
12. Rensselaer Business
 - 12.1 Decision on roof repairs
13. Adjournment

RESOLUTION

BE IT RESOLVED that JASPER COUNTY PUBLIC LIBRARY lease from KANKAKEE VALLEY SCHOOL CORPORATION, for 25 years, the following-described real estate in the Town of DeMotte, Indiana for a parking lot to be constructed by Jasper County Public Library, but to be jointly used by both the School and the Library: Commencing at the Northwest corner of Lot 1 in Block 5 in the Original Plat of the Town of DeMotte, Indiana; thence East along the North line of said Lot 1, a distance of 62 feet to the True Point of Beginning; thence South 175 feet; thence East 111 feet; thence North 175 feet; thence West a distance of 111 feet to the place of beginning; and,

BE IT FURTHER RESOLVED that Jasper County Public Library enter into the Real Estate Lease for the above described real estate which is attached hereto and made a part hereof; and,

BE IT FURTHER RESOLVED that the President and Secretary of Jasper County Public Library execute and deliver to Kankakee Valley School Corporation this Real Estate Lease.

This Resolution adopted this _____ day of _____, 1991.

BOARD OF LIBRARY TRUSTEES
JASPER COUNTY PUBLIC LIBRARY

By: _____

RESOLUTION

BE IT RESOLVED that JASPER COUNTY PUBLIC LIBRARY purchase from KANKAKEE VALLEY SCHOOL CORPORATION, for the sum of One Dollar (\$1.00) cash, the following-described real estate in the Town of DeMotte, Indiana: (See legal description on attached Exhibit A); and

BE IT FURTHER RESOLVED that Jasper County Public Library pay this One Dollar (\$1.00) cash to Kankakee Valley School Corporation upon receipt of a quit claim deed signed by the President and Secretary of Kankakee Valley School Corporation to Jasper County Public Library for the above-described real estate.

This Resolution adopted this _____ day of _____, 1991.

BOARD OF LIBRARY TRUSTEES
JASPER COUNTY PUBLIC LIBRARY

By: _____

LEGAL DESCRIPTION

A part of Lots 1, 2 and 3 in Block 5 in the Original Plat of the Town of DeMotte, Indiana, described as follows: Commencing at a point on the North line of said Lot 1 in said Block 5 which is 78 feet West of the Northeast corner of said Lot 1 in said Block 5; thence South 150 feet to the South line of Lot 3 in said Block 5; thence West 57 feet; thence North 75 feet; thence East 10 feet; thence North 75 feet to the North line of said Lot 1 in said Block 5; thence East along the North line of said Lot 1 in said Block 5, a distance of 47 feet to the place of beginning.

EX. A

REAL ESTATE LEASE

This Real Estate Lease made and entered into this _____ day of _____, 1991, by and between KANKAKEE VALLEY SCHOOL CORPORATION, a duly organized and authorized school corporation located in Jasper County, Indiana, hereinafter referred to as "School", and JASPER COUNTY PUBLIC LIBRARY, a duly organized and authorized public library located in Jasper County, Indiana, hereinafter referred to as "Library", WITNESSETH:

WHEREAS, School is the owner of a certain parcel, of real estate in the Town of DeMotte, Indiana; and

WHEREAS, Library owns or will own real estate adjacent to this parcel of real estate owned by School; and

WHEREAS, Library desires to lease from school this parcel of real estate owned by School for the purpose of constructing and using a parking lot; and

WHEREAS, School desires to lease this parcel of real estate to Library for a parking lot to be used by both School and Library in exchange for Library's constructing this new parking lot.

IT IS, THEREFORE, AGREED by and between School and Library as follows:

1. School hereby represents and warrants to Library that School is the owner of the following described real estate in the Town of DeMotte, Jasper County, Indiana: (See attached legal description marked Exhibit A).

2. School hereby leases the above-described real estate to Library for use as a parking lot, but for no other use.

3. This Real Estate Lease shall be for a term of 25 years, and shall commence on June 1, 1991, and shall terminate on May 31, 2016.

4. Library hereby covenants and agrees to construct a parking lot upon the above-described real estate at its sole cost and at no cost to School.

5. The parking lot to be constructed by Library shall be designed and laid out as set forth in attached Exhibit B.

6. School and Library shall each have the right to use this parking lot at any time, but the use of this parking

lot shall be on a first come, first served basis so there shall be no specific reservation of parking spaces for either party at any time.

7. Library shall pay no rent under this Real Estate Lease because Library shall be solely responsible for construction of this parking lot.

8. School shall maintain and keep this parking lot in a good state of repair at all times after its original construction. Neither party shall have the right to alter this parking lot without the consent of both parties. Finally, neither party shall place any barricades or barriers upon, or impede the flow of progress to or from, this parking lot without the consent of both parties.

9. School and Library shall each be responsible for maintaining public liability insurance and property damage insurance for injuries and damages suffered on this parking lot.

10. Library shall not sell, assign, transfer, or sublease this Real Estate Lease, or any part hereof, without the prior consent of School.

11. Each party is entitled to all rights and remedies available at law or in equity upon default by a party under this Real Estate Lease, including the right to specific performance hereof. In addition, each party is entitled to recover reasonable attorney fees, costs, and expenses incurred by reason of enforcing any rights under this Real Estate Lease.

12. This Real Estate Lease shall bind and inure to the benefit of each party and their successors and assigns.

IN WITNESS WHEREOF, School and Library have executed this Real Estate Lease.

JASPER COUNTY PUBLIC LIBRARY

KANKAKEE VALLEY SCHOOL
CORPORATION

By: _____
President

By: _____
President

Secretary

Secretary

This instrument prepared by:
William J. Moriarty, Jr.
DUMAS & MORIARTY
119 W. Harrison St.
Rensselaer, IN 47978
(219) 866-4158

RESOLUTION

BE IT RESOLVED that JASPER COUNTY PUBLIC LIBRARY sell and transfer to KANKAKEE VALLEY SCHOOL CORPORATION the following-described real estate in the Town of DeMotte, Indiana, for the sum of One Dollar (\$1.00) cash: (See legal description on attached Exhibit A); and

BE IT FURTHER RESOLVED that the President and Secretary of Jasper County Public Library execute and deliver a quit claim deed for the above-described real estate to Kankakee Valley School Corporation upon receipt of the sum of One Dollar (\$1.00) cash.

This Resolution adopted this _____ day of _____, 1991.

BOARD OF LIBRARY TRUSTEES
JASPER COUNTY PUBLIC LIBRARY

By: _____

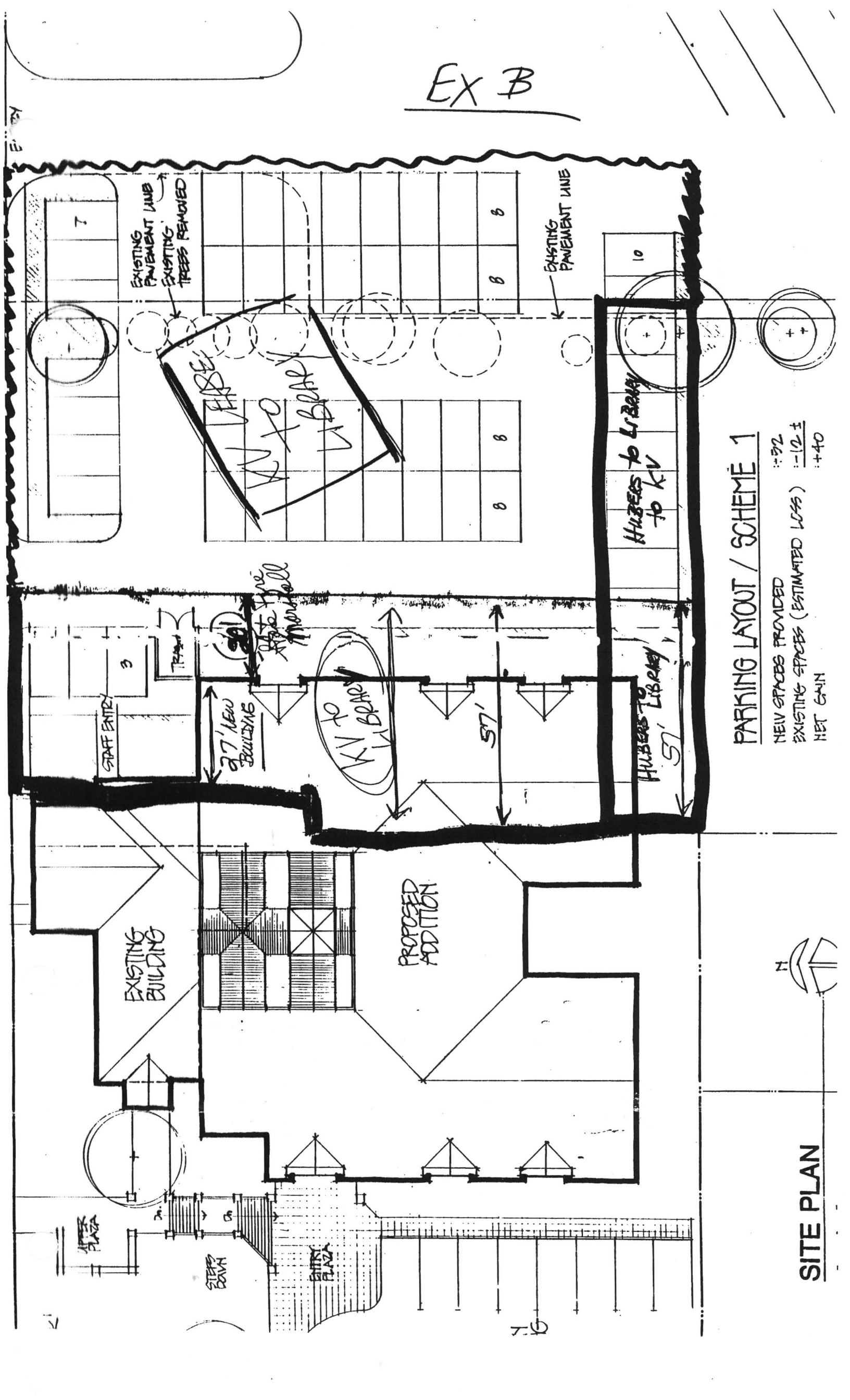
LEGAL DESCRIPTION

A part of Lot 4 in Block 5 in the Original Plat of the Town of DeMotte, Jasper County, Indiana, described as follows: Commencing at a point 26 feet West of the Southeast corner of Lot 6 in said Block 5; thence West 109 feet; thence North 150 feet to the North line of said Lot 4; thence East along the North line of said Lot 4, a distance of 57 feet to the True Point of Beginning; thence South 25 feet; thence East 52 feet; thence North 25 feet; thence West along the North line of said Lot 4, a distance of 52 feet to the True Point of Beginning.

EX. A

This instrument prepared by William J. Moriarty, Jr., Attorney at Law.
Mail to:

Ex B



PARKING LAYOUT / SCHEME 1

NEW SPACES PROVIDED	52
EXISTING SPACES (ESTIMATED LOSS)	(12)
NET GAIN	40

SITE PLAN

LEGAL DESCRIPTION

Commencing at the Northwest corner of Lot 1 in Block 5 in the Original Plat of the Town of DeMotte, Indiana; thence East along the North line of said Lot 1, a distance of 62 feet to the True Point of Beginning; thence South 175 feet; thence East 111 feet; thence North 175 feet; thence West a distance of 111 feet to the place of beginning.

EX A

MINUTES.....May 6, 1991 Rensselaer
Library Board Meeting
7:00 PM

A regular meeting of the Library Board of the Jasper County Public Library was held at the Main Library, 301 N. Van Rensselaer St., Rensselaer, Indiana on May 6, 1991 at 7:00 p.m.

The meeting was called to order by Miriam Lawyer, President of the Board, and the minutes of the meeting were recorded by Barbara Leestma, Secretary of the Board. The members of the Board were shown to be present or absent as follows:

Present: Miriam Lawyer, Wilbur Doty, Barbara Leestma, Wanda Stewart, Mary Linda Casey, Robert Souza

Absent: Margaret Hohner

The President announced that a quorum was present for the transaction of business.

Minutes: The minutes of the April 1 board meeting were approved on a motion by W. Stewart, seconded by W. Doty.

Bills, Financial Statements: Bills, payroll and financial statements were approved on a motion by M.L. Casey, seconded by B. Leestma.

Director's Report: See attached.

Health Insurance: The Board discussed the situation of a new employee who has been unable to obtain the ALA health insurance toward which the Library contributes \$20 per month. This situation has arisen due to the fact that ALA is in the midst of a change in carrier. The Board decided against offering to contribute toward some other medical insurance policy.

Hearing on appropriation of bond proceeds:

The President stated that the Board was now ready to hear any taxpayers desiring to be heard in respect to the appropriation in the amount of Three Million Nine Hundred Thousand Dollars (\$3,900,000) proposed to be made on account of the project. The funds required to meet said appropriation are to be provided from the proceeds of the bonds of the Jasper County Public Library heretofore authorized.

One citizen was present to voice her concerns about the cost of this building project. After hearing her comments, with respect to the necessity for this appropriation, the Director was asked to respond to concerns noted at the April 1 meeting (notes are attached).

Board members noted that they have put a great deal of thought into this building project. They stated that they have cut down on the size of the buildings from the size originally recommended and hope that they will not regret this in the future. They agreed that 1500 signatures of property owners on petitions in favor of the project is an outstanding number for a county of this size. They felt it would be a disservice to the community if the project were split and done at two different times, since costs would be much greater. It was noted that the new library in Wheatfield has done a great deal for the town and that the townspeople are very proud of it. The Board felt the whole county would be proud of their new libraries. Board members stated that they had cut down as far as they could on the project without providing mere boxes for books.

On motion duly made by Wilbur Doty, seconded by Bob Souza and unanimously carried, the following resolution was adopted:

SEE ATTACHED

Bill Moriarty announced that no remonstrances had been filed with the auditor's office on the notice to issue bonds or on the additional appropriation, the last date for filing such remonstrances being May 6, 1991.

Library publicity: M. Lawyer asked that the library keep a scrapbook of all library publicity in our newspapers. L. Daugherty stated that she has been doing this for building project articles since last fall, but that the library will begin keeping such a record of all articles.

DeMotte Library Parking Lot: The Board agreed, on a motion by B. Leestma, seconded by W. Doty, to proceed with Parking Lot Scheme #1 presented by LOM Corporation and to ask the Kankakee Valley School Board also to approve this scheme.

The Board approved the purchase for \$2500 of a small piece of property adjacent to DeMotte Library property owned by Sylvan and Bernice Hubers, on a motion by B. Souza, seconded by W. Doty.

The Board authorized both architect and automation consultant to proceed with their work on a motion by W. Doty, seconded by B. Souza.

On a motion by W. Doty, seconded by M.L. Casey, the Board decided to award the job of site survey for DeMotte and Rensselaer to Mike Kingman of Rensselaer if he is willing to accept the job for \$3850. If he cannot do it for this amount, the job will be awarded to Woolpert Consultants.

The soil boring work will be awarded to PSI, low bidder for this project, with a bid of \$1000 for soil boring work at DeMotte and Rensselaer. This decision was made by the Board on a motion by M.L. Casey, seconded by W. Doty.

Bond Registrar and Paying Agent Bids: B. Moriarty announced that upon checking with Bank One concerning the wording of their bid, he found that theirs was the low bid and recommended that the board appoint them as Bond Registrar and Paying Agent. This action was approved by the board on a motion by W. Doty, seconded by W. Stewart.

Construction manager: On a motion by M.L. Casey, seconded by B. Leestma, the Board awarded the job of Construction Manager for the building project to Jack Kellogg, of Monon. The Board decided not to advertise this position since J. Kellogg, who had previously held the same position for the Wheatfield building project, was available for this job. The Board felt that he had done an excellent job at Wheatfield.

Asbestos survey: The Board awarded the asbestos surveying job at the DeMotte Library to Sear Corporation of Indianapolis on a motion by W. Stewart, seconded by W. Doty.

Wheatfield business: L. Daugherty noted that only one quote had been received on gutters for the Wheatfield Library. She will send that bid to LOM for their recommendation and will try to get another bid as well.

Video collection: The Board discussed the library's video selection policy and recommended that the library concentrate on educational, classic and children's videos of high quality, decreasing their purchasing of current "entertainment"

videos. The Director agreed to work with those persons purchasing videos to move gradually in this direction. The Board felt that since current entertainment videos can be rented so inexpensively, the Library should spend its funds on materials not so easily accessible.

Additional bills: The Board authorized payment of the following bills on a motion by M.L. Casey, seconded by W. Stewart:

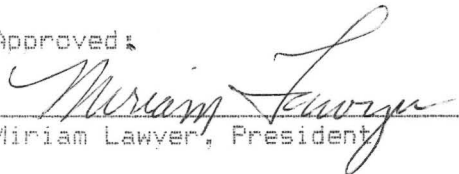
\$2,500 to Sylvan and Bernice Hubers for property
\$70,000 to Herbert and Luanne Arihood for Rensselaer property
\$1,000 to Herbert Arihood for fence around property

There being no further business presented, on motion duly made, seconded, and unanimously carried, the Board adjourned at 8:45 PM.



Barbara Leestma, Secretary

Approved:



Miriam Lawyer, President

EXCERPTS FROM THE MINUTES OF REGULAR MEETING
OF THE LIBRARY BOARD OF THE JASPER COUNTY PUBLIC LIBRARY

A regular meeting of the Library Board of the Jasper County Public Library was held at the Main Library, 301 N. Van Rensselaer St., Rensselaer, Indiana on May 6, 1991 at the hour of 7:00 p.m. (CDT), pursuant to notice duly given in accordance with the rules of the Board and IC 5-14-1.5.

The meeting was called to order by Miriam Lawyer, President of the Board, and the minutes of the meeting were recorded by Barbara Leestma, Secretary of the Board.

On call of the roll, the members of the Board were shown to be present or absent as follows:

Present: Miriam Lawyer, Wilbur D. Doty, Robert Souza,
Wanda Stewart, Mary Linda Casey, Barbara
Leestma

Absent: Margaret Hohner

The President announced that a quorum was present for the transaction of business:

(Among other proceedings had and
actions taken were the following:)

At the April 1, 1991 Board meeting, there were presented to the Board proofs of publication and posting of the notice of petition for the issuance of bonds, the notice of determination to issue bonds, and the notice of the public hearing to be held on April 1, 1991 on the additional appropriation of the proceeds of such bonds. Said notices and proofs of publication and posting were examined and found to be in due form of law, and were filed at the April 1, 1991 board meeting. At said meeting, ten persons present voiced their concerns about the cost of this library building project, so the Library Board continued to this date a decision on the \$3,900,000 additional appropriation resolution in order to give additional consideration to this matter.

The President stated that the Board was now ready to again hear any taxpayers desiring to be heard with respect to the appropriation in the amount of \$3,900,000 proposed to be made on account of the project. The funds required to meet said appropriation are to be provided from the proceeds of the bonds of the Jasper County Public Library heretofore authorized.

Only one person was present to object to this bond issue. After hearing all taxpayers desiring to be heard with respect to the necessity for said appropriation, on motion duly made, seconded and unanimously carried, the following resolution was adopted:

APPROPRIATION RESOLUTION

WHEREAS, there has been presented to the Library Board of the Jasper County Public Library a petition signed by more than fifty (50) owners of taxable real estate located in the Jasper County Public Library District, requesting the Library Board to issue bonds of the Jasper County Public Library in an amount not exceeding the sum of Three Million Nine Hundred Thousand Dollars (\$3,900,000) to be applied on the cost of construction and equipment of a new main library to replace the existing main library at Rensselaer, Indiana, and a new addition to and remodeling of the branch library at DeMotte, Indiana, together with the acquisition of land for these library sites, the construction of parking lots, and the extension, alteration, improvement and equipment of these library buildings, including furniture and furnishings, and computer equipment and automation necessary for the proper operation of the Jasper County Public Library; together with the incidental expenses to be incurred in connection therewith and on account of the issuance of bonds therefor, which petition the Board has found to be drawn, signed, authenticated, certified and was presented in accordance with the provisions of IC 6-1.1-20-3; and

WHEREAS, notice of the filing of the petition for the issuance of bonds and determination to issue said bonds has been given; and

WHEREAS, the estimated cost of said project at the present time is in the approximate amount of Three Million Nine Hundred Thousand Dollars (\$3,900,000), and the Board has found that sufficient funds are not available or provided for in the existing budgets and tax levies for said project; that the Jasper County Public Library has a sufficient debt leeway to enable it to issue bonds for said purpose in the amount of Three Million Nine Hundred Thousand Dollars (\$3,900,000); and

WHEREAS, the Board has found that a necessity exists for the project, and the Board now finds that a

necessity exists for the appropriation of the proceeds of the bonds heretofore authorized for said purpose;

NOW, THEREFORE, BE IT RESOLVED by the Library Board of the Jasper County Public Library that an appropriation in the amount of Three Million Nine Hundred Thousand Dollars (\$3,900,000) be and the same is hereby made to be applied on the cost of construction and equipment of a new main library to replace the existing main library at Rensselaer, Indiana, and a new addition to and remodeling of the branch library at DeMotte, Indiana, together with the acquisition of land for these library sites, the construction of parking lots, and the extension, alteration, improvement and equipment of these library buildings, including furniture and furnishings, and computer equipment and automation necessary for the proper operation of the Jasper County Public Library; together with the incidental expenses to be incurred in connection therewith and on account of the issuance of bonds therefor, and to be in addition to all appropriations provided for in the existing budget and to continue in effect until the completion of said project; that the funds to meet said appropriation shall be provided as follows: Three Million Nine Hundred Thousand Dollars (\$3,900,000) by the issuance and sale of bonds of the Jasper County Public Library heretofore authorized.

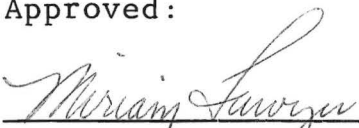
On motion duly made, seconded and unanimously carried, the Secretary was instructed to cause to be filed with the Jasper County Auditor for transmission to the State Board of Tax Commissioners a certified copy of the minutes of the meeting, insofar as said minutes relate to said project appropriation, together with proofs of publication and posting of the notice of the hearing on said appropriation, and to furnish to the Tax Board such other information as said Board may require in order to enable it to approve the appropriation on account of said project.

(Other business....)

There being no further business presented, on motion duly made, seconded and unanimously carried, the meeting thereupon adjourned.


Barbara Leestma, Secretary

Approved:


Miriam Lawyer, President

STATE OF INDIANA

STATE BOARD OF TAX COMMISSIONERS

IN THE MATTER OF THE REQUEST OF
JASPER COUNTY PUBLIC LIBRARY BOARD
FOR APPROVAL OF ISSUANCE OF BONDS

No. _____

PETITION

Your Petitioner, the Library Board of the Jasper County Public Library, by its duly authorized Secretary, represents and shows:

1. The Library Board of Jasper County Public Library, pursuant to a petition filed by more than fifty (50) owners of taxable real estate in the Jasper County Public Library, has determined that bonds of the Jasper County Public Library be issued in an amount not exceeding Three Million Nine Hundred Thousand Dollars (\$3,900,000) to be applied on the cost of construction and equipment of a new main library to replace the existing main library at Rensselaer, Indiana, and a new addition to and remodeling of the branch library at DeMotte, Indiana, together with the acquisition of land for these library sites, the construction of parking lots, and the extension, alteration, improvement and equipment of these library buildings, including furniture and furnishings, and computer equipment and automation necessary for the proper operation of the Jasper County Public Library; together with the incidental expenses to be incurred in connection therewith and on account of the issuance of bonds therefor. A levy of property taxes will be necessary to pay the principal of and interest on said bonds as the same become due.

2. The proceedings regarding the appropriation of the proceeds of said bonds are being submitted to the State Board of Tax Commissioners concurrently with the filing of this Petition.

3. IC 6-1.1-18.5-8 requires the approval of the State Board of Tax Commissioners for the incurring of any indebtedness requiring a levy of property taxes on or after July 1, 1973.

WHEREFORE, the Jasper County Public Library Board prays that the State Board of Tax Commissioners issue its order approving

the issuance of the Board's 'Public Library Bonds of 1991', in the total principal amount of Three Million Nine Hundred Thousand Dollars (\$3,900,000).

Dated this 7 day of MAY, 1991.

Respectfully submitted,

JASPER COUNTY PUBLIC LIBRARY

By: Barbara Leetsma
Barbara Leetsma, Secretary

Counsel:
William J. Moriarty, Jr.
DUMAS & MORIARTY
119 W. Harrison St.
Rensselaer, IN 47978
(219) 866-4158

STATE OF INDIANA
STATE BOARD OF TAX COMMISSIONERS

201 State Office Building
Indianapolis, Indiana 46204

IN THE MATTER OF THE REQUEST OF
THE JASPER COUNTY PUBLIC LIBRARY
FOR APPROVAL TO INCUR INDEBTEDNESS

No. _____

O R D E R

A petition having been filed by the above-named taxing unit for approval of creating or incurring a debt by the issuance of general obligation bonds in the principal amount of \$3,900,000;

After a review of the petition and the recommendation of the Local Government Tax Control Board pursuant to IC 6-1.1-18.5-8(b), this Board does now approve the incurring of an indebtedness by the issuance of general obligation bonds.

This approval does not waive the provisions of IC 6-1.1-20-5(b).

STATE BOARD OF TAX COMMISSIONERS

Commissioner

STATE OF INDIANA
OFFICE OF THE STATE BOARD
OF TAX COMMISSIONERS

I, _____, Secretary of the State Board of Tax Commissioners, do hereby certify that the above is a full, true and complete copy of the order of this Board made this date in the above-entitled matter.

WITNESS my hand and seal of this Board this _____
day of _____, 1991.

Secretary

LAW OFFICES

DUMAS & MORIARTY

119 WEST HARRISON STREET

RENSSELAER, INDIANA

47078

THOMAS B. DUMAS
WILLIAM J. MORIARTY, JR.
EDWARD PAUL DUMAS

AREA CODE 219
TELEPHONE
866-4158
FAX
866-2274

May 9, 1991

Katrina Hall
State Board of Tax Commissioners
Indiana State Office Building, Rm. 201
Indianapolis, Indiana 46204

Re: Jasper County Public Library

Dear Katrina:

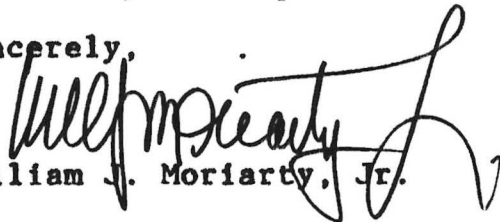
Enclosed for filing with the Indiana State Board of Tax Commissioners is the Petition of Jasper County Public Library for Approval of Issuance of Bonds in the amount of \$3,900,000 for a new main library at Rensselaer and a new addition to and remodeling of the branch library at DeMotte. Also enclosed is a proposed Order.

This is a General Obligation Bond Issue. All publications and posting of notices of the Petition for Issuance of Bonds, the Notice of Determination to Issue Bonds, and the Notice of Hearing on Additional Appropriation have been given and the hearings held. No remonstrances were filed against this project.

We would appreciate it if you would place this petition on your May agenda.

If you need additional documentation or information, please contact me immediately. Thanks for your help.

Sincerely,


William J. Moriarty, Jr.

WJM:ks
Enc.

cc: Lynn Daugherty, Director
Jasper County Public Library
301 N. Van Rensselaer
Rensselaer, IN 47978
(219) 866-5881

	RENSSELAER					DEMOTTE					WHEATFIELD						
	ADDED		WITHDRAWN		C	ADDED		WITHDRAWN		C	ADDED		WITHDRAWN		C		
	V	T	V	T	I	V	T	V	T	I	V	T	V	T	I		
	O	I	O	I	R	O	I	O	I	R	O	I	O	I	R		
	L	T	L	T	C	L	T	L	T	C	L	T	L	T	C		
	U	L	U	L	U	U	L	U	L	U	U	L	U	L	U		
	M	E	M	E	L	M	E	M	E	L	M	E	M	E	L		
JAN 1991	E		E		ATION	E		E		ATION	E		E		ATION		
XX																	
ADULT BOOKS																	
Fiction	32	32	1	1	1710	40	40	1	1	1390	28	28	1	1	617		
Non-Fiction	20	17			1148	36	36			1026	27	27	32	20	577		
CHILDREN'S BK																	
Fiction	35	33			1534	41	41	4	4	1852	40	40	2	2	624		
Non-fiction	31	31			639	12	12	51	51	446	24	24	3	3	192		
MAGAZINES																	
					431					576					374		
GRAPHIC MATER'L																	
Puzzles,Prints, Games,Filmstrip					38										4		
MICROFORMS																	
35mm SLIDES					193					103			1	1	202		
SOFTWARE																	
SLIPSETS	123	123	7	7	230	131	131	76	76	94	2	2	1	1	21		
MS's	19	19			906	6	6	1	1	581	5	5	1	1	572		
EQUIPMENT					3					4							
TOTAL	137	132	1	1	6832	135	135	57	57	6072	124	124	40	28	3383		
XX																	
PERCENT																	
Increase										1%							
Decrease					- 23%										- 9%		
END OF MONTH:	RENSSELAER					DEMOTTE					WHEATFIELD					TOTAL	
TOTAL MATERIALS	32351					21584					16707					70642	
OWNED																	
TOTAL TITLES	34478					20340					15114					69932	
OWNED																	
XX																	
MONTHLY SYSTEM STATISTICS																	
Circulation	18067					16287					-10%						
Daily Average																	
January to date																	
otal Circulation	93796					93251					-1%						
Rensselaer	day	263															
Demotte	day	234															
Wheatfield	day	130															

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

FOR MAY 1991

	RENSSELAER	DEMOTTE	WHEATFIELD	TOTAL
REGISTRATIONS				13418
Borrowers--Beginning of month:				13447
Resident	43	31	12	86
Non-resident				0
Expired cards	79	118	40	237
Total Registered				13267
REFERENCE QUESTIONS				
Telephone				
Directional	154	95	64	313
Reference	218	163	89	470
In-person				
Directional	195	127	143	465
Reference	365	344	107	816
Total	932	729	403	2064
INTRALIB. LOAN ITEMS FILLED	82	69	40	191
OL HISTORY				
In person		8		
Microfilms used		8		
Letters		2		
IN-HOUSE USE OF HARDWARE/SOFTWARE				
Computer agreements		53	68	
Software used		80	103	
VCR Use				
Microforms				
Other		3		
XX				
INTERLIBRARY LOANS(SYSTEM)				
Requests made for:				
Items rec'd for:				
Items outstanding:	0	0	0	
Items from Ind. libs.				
Items requested by other libraries				
Items supplied to other libraries				
Info requests answered for other libs				
Info requests sent				

TOTAL COLLECTION--RENSSELAER

END OF MONTH

V	T	V	T	V	T	V	T	V	T	V	T
O	I	O	I	O	I	O	I	O	I	O	I
L	T	L	T	L	T	L	T	L	T	L	T
U	L	U	L	U	L	U	L	U	L	U	L
M	E	M	E	M	E	M	E	M	E	M	E
E		E		E		E		E		E	

XX

				X				X					
5130	5016	5157	5043	X	5843	5791	5882	5830	X	7924	7802	7955	7833
4307	3243	4302	3250	X	7212	6327	7248	6363	X	14254	12798	14274	12815
				X					X				
				X					X				
3614	3507	3652	3545	X	4379	4250	4416	4287	X	6992	6604	7027	6637
2375	2203	2396	2224	X	3218	3114	3179	3075	X	560	5420	591	5451
				X					X				
		0	0	X					X			0	0
				X					X				
7	7	7	7	X	2	2	2	2	X	325	113	325	113
				X					X				
				X					X				
				X					X				
		0	0	X			0	0	X			0	0
				X					X				
30	676	729	675	X	507	455	507	455	X	1643	1175	1643	1175
109	55	109	55	X	1	1	1	1	X	89	27	89	27
				X					X				
351	311	355	315	X	344	322	349	327	X	428	408	447	427
				X					X				
16623	15018	16707	15114	X	21506	20262	21584	20340	X	32215	34347	32351	34478

[illegible]

FINANCIAL STATEMENT
JASPER COUNTY PUBLIC LIBRARY

JUNE 3, 1991

	Beginning Balance	Receipts	Disbursements	Ending Balance
Operating Fund	58192.13	93604.10	134780.07	17016.16
 Gift Funds				
DeMotte	3404.19	10.00	0.00	3414.19
Rensselaer	2283.75	0.00	1405.79	877.96
Wheatfield	976.48	0.00	0.00	976.48
 Bond and Interest Funds				
DeMotte	0.00	0.00	0.00	0.00
Wheatfield	20049.11	0.00	0.00	20049.11
 IRF Fund	22971.50	0.00	0.00	22971.50
 Petty Cash Funds				
DeMotte	30.00	0.00	0.00	30.00
Rensselaer	60.00	0.00	0.00	60.00
Wheatfield	30.00	0.00	0.00	30.00
 Reciprocal Borrowing Fund	0.00	0.00	0.00	0.00
 Layv Excess Fund	0.00	0.00	0.00	0.00
 P.E.R.F.	683.16	0.00	-686.16	1369.32
Reserve for Insurance	881.97	0.00	853.30	28.67
 TOTAL ALL FUNDS	109562.29	93614.10	136353.00	66823.39

{-----BANK BALANCES-----}

DATE {03 JUN 91}

A1 {BANK ONE CHECKING	}	B1 {	25181.08}
A2 {CERTIFICATE OF DEPOSIT #1	}	B2 {	.00}
A3 {CERTIFICATE OF DEPOSIT #2	}	B3 {	.00}
A4 {FIRST OF AMERICA	}	B4 {	10952.45}
A5 {DEMOTTE STATE BANK	}	B5 {	10593.16}
A6 {INDIANA FEDERAL	}	B6 {	17536.72}
A7 {LAFAYETTE NATIONAL BANK	}	B7 {	2559.98}
A8 {	}	B8 {	.00}
A9 {	}	B9 {	.00}
TOTAL		B10{	66823.39}

APPROPRIATION REPORT
----- JASPER COUNTY PUBLIC LIBRARY -----

03 JUN 91

OPERATING FUND ACCT #	DESCRIPTION	ANNUAL APPROPRIATION	CHANGE TO APPROPRIATION	CURRENT APPROPRIATION	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	APPROPRIATION BALANCE	% SPENT Y-T-D
1.11	SALARY OF LIBRARIAN	33920.00	.00	33920.00	2826.68	14133.40	19786.60	42%
1.12	SALARY OF ASSISTANTS	266765.00	.00	266765.00	21965.26	108880.30	157884.70	40%
1.13	WAGES OF JANITORS	15520.00	.00	15520.00	920.31	4973.29	10546.71	32%
1.21	EMPLOYER'S SHARE-FICA	24172.00	.00	24172.00	1967.03	9791.10	14380.90	39%
1.22	UNEMPLOYMENT COMPENSATION	2000.00	.00	2000.00	.00	1304.25	695.75	65%
1.23	EMPLOYER'S CONTRIBUTION - PERF	16931.00	.00	16931.00	.00	8629.54	8301.46	51%
1.24	EMPLOYER'S CONTRIBUTION - INS.	6000.00	.00	6000.00	600.00	600.00	5400.00	1%
1.31	OTHER PERSONAL SERVICES	2000.00	.00	2000.00	.00	.00	2000.00	0%
2.11	OFFICIAL RECORDS	1000.00	.00	1000.00	.00	487.30	512.70	49%
2.12	STATIONERY AND PRINTING	900.00	.00	900.00	.00	309.00	591.00	34%
2.13	OTHER OFFICE SUPPLIES	3250.00	.00	3250.00	75.11	816.22	2433.78	25%
2.21	CLEANING & SANITATION SUPPLIES	3900.00	.00	3900.00	186.52	1014.02	2885.98	26%
2.22	FUEL, OIL & LUBRICANTS	100.00	.00	100.00	.00	.00	100.00	0%
2.23	OTHER OPERATING SUPPLIES	100.00	.00	100.00	.00	.00	100.00	0%
2.31	BUILDING MATERIALS & SUPPLIES	750.00	.00	750.00	.00	90.69	659.31	12%
2.32	PAINT AND PAINTING SUPPLIES	200.00	.00	200.00	5.69	5.69	194.31	3%
2.33	REPAIR PARTS	250.00	.00	250.00	224.46	317.90	-67.90	127%
2.41	LIBRARY SUPPLIES	8000.00	.00	8000.00	697.31	3641.19	4358.81	46%
2.42	OTHER SUPPLIES	2000.00	.00	2000.00	89.85	513.81	1486.19	26%
3.11	CONSULTING SERVICES	1000.00	.00	1000.00	.00	465.00	535.00	47%
3.12	ENGINEERING & ARCH. SERVICES	1000.00	.00	1000.00	18027.50	31156.75	-30156.75	3116%
3.13	LEGAL SERVICES	1500.00	.00	1500.00	.00	.00	1500.00	0%
3.14	OTHER PROFESSIONAL SERVICES	5500.00	.00	5500.00	357.50	1983.82	3516.18	36%
3.21	TELEPHONE	9000.00	.00	9000.00	589.29	2815.94	6184.06	31%
3.22	POSTAGE	3500.00	.00	3500.00	232.00	1273.34	2226.66	36%
3.23	TRAVELING EXPENSE	5000.00	.00	5000.00	509.85	1562.35	3437.65	31%
3.24	PROFESSIONAL MEETINGS	6000.00	.00	6000.00	30.04	1770.40	4229.60	30%
3.25	FREIGHT	200.00	.00	200.00	.00	.00	200.00	0%
3.31	ADVERTISING & PUBLIC NOTICES	1500.00	.00	1500.00	178.98	288.60	1211.40	19%
3.32	OTHER PRINTING	500.00	.00	500.00	.00	.00	500.00	0%
3.41	OFFICIAL BONDS	1000.00	.00	1000.00	.00	250.00	750.00	25%
3.42	OTHER INSURANCE	7000.00	.00	7000.00	.00	5531.80	1468.20	79%
3.51	GAS	7000.00	.00	7000.00	141.68	2316.97	4683.03	33%
3.52	ELECTRICITY	18000.00	.00	18000.00	662.87	5218.01	12781.99	29%
3.53	WATER	500.00	.00	500.00	30.36	185.41	314.59	37%
3.54	WASTE DISPOSAL SERVICES	500.00	.00	500.00	16.74	95.66	404.34	19%
3.61	BUILDING & STRUCTURES	7500.00	.00	7500.00	384.96	1331.74	6168.26	18%
3.62	EQUIPMENT	1000.00	.00	1000.00	.00	260.20	739.80	26%
3.71	REAL ESTATE	1.00	.00	1.00	.00	.00	1.00	0%
3.72	EQUIPMENT	1000.00	.00	1000.00	24.90	195.00	805.00	20%
3.91	DUES	800.00	.00	800.00	.00	898.15	-98.15	1123%
3.92	INTEREST ON TEMPORARY LOANS	1.00	.00	1.00	.00	.00	1.00	0%
3.93	TAXES & ASSESSMENTS	1.00	.00	1.00	.00	40.74	-39.74	4074%
3.94	TRANSFER TO LRF	70000.00	.00	70000.00	.00	.00	70000.00	0%
3.95	LAWN CARE & MAINTENANCE CONT.	7000.00	.00	7000.00	164.18	3174.05	3825.95	45%
3.96	PETTY CASH	120.00	.00	120.00	.00	.00	120.00	0%
3.97	INTERVIEWING & MOVING EXP.	250.00	.00	250.00	.00	.00	250.00	0%
4.1	LAND	1.00	.00	1.00	73921.77	73921.77	-73920.77	7392177%
4.2	BUILDINGS	1.00	.00	1.00	.00	.00	1.00	0%
4	IMPROVEMENTS OTHER THAN BUILD.	.00	.00	.00	1000.00	1000.00	-1000.00	1000%
4.4	FURNITURE & EQUIPMENT	15000.00	.00	15000.00	1128.80	2839.70	12160.30	19%
4.51	BOOKS	100000.00	.00	100000.00	7326.46	28529.50	71470.50	29%
4.52	PERIODICALS & NEWSPAPERS	25300.00	.00	25300.00	135.20	11514.32	13785.68	46%
4.53	NONPRINTED MATERIALS	19500.00	.00	19500.00	358.77	5781.20	13718.80	30%
4.61	BOOKS ENCUMBERED	7354.30	.00	7354.30	.00	4399.71	2954.59	60%
	-TOTAL-	711287.30	.00	711287.30	134780.07	344307.83	366979.47	48%

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 ----- JASPER COUNTY PUBLIC LIBRARY -----
 301 N. VAN RENSSELAER STREET
 RENSSELAER, IN 47978
 03 JUN 91

PAGE 1

Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
001337	3652	PAULA L. BAUGH	290.16	15 MAY 91	PAYROLL
001338	3655	SHANNON BAUNACH	83.92	15 MAY 91	PAYROLL
001339	3633	JULIE BRAY	572.01	15 MAY 91	PAYROLL
001340	3643	GLENDA BROWN	419.73	15 MAY 91	PAYROLL
001341	3650	RENEE CARR	243.05	15 MAY 91	PAYROLL
001342	3648	MARK CASSELLO	73.67	15 MAY 91	PAYROLL
001343	3647	LYNN DAUGHERTY	974.71	15 MAY 91	PAYROLL
001344	3640	MARY DUGGLEBY	388.57	15 MAY 91	PAYROLL
001345	3634	CHARLOTTE FAGEN	483.34	15 MAY 91	PAYROLL
001346	3657	PAMELA FERBER	644.78	15 MAY 91	PAYROLL
001347	3659	KIMBERLY GARWOOD	724.83	15 MAY 91	PAYROLL
001348	3653	ROSE E. HOWARD	279.05	15 MAY 91	PAYROLL
001349	3654	KRISTIN JOHNSON	74.49	15 MAY 91	PAYROLL
001350	3644	DIANA KODY	73.87	15 MAY 91	PAYROLL
001351	3638	JOAN KOPANDA	279.28	15 MAY 91	PAYROLL
001352	03632	MARY K. MARTIN	755.33	15 MAY 91	PAYROLL
001353	3645	RYAN MORELAND	80.79	15 MAY 91	PAYROLL
001354	3649	ERICA MURRAY	76.80	15 MAY 91	PAYROLL
001355	3641	KATHLEEN PADGITT	338.78	15 MAY 91	PAYROLL
001356	3642	BONNIE POWELL	279.74	15 MAY 91	PAYROLL
001357	3658	JULIE SCHLEUDER	131.38	15 MAY 91	PAYROLL
001358	3635	SHARON SCHULENBERG	423.42	15 MAY 91	PAYROLL
001359	3646	EILEEN SPURGEON	86.30	15 MAY 91	PAYROLL
001360	3661	COURTNEY STEWART	47.10	15 MAY 91	PAYROLL
001361	3656	NICOLE SYKES	52.81	15 MAY 91	PAYROLL
001362	3636	JILL TACHTIRIS	417.53	15 MAY 91	PAYROLL
001363	3660	JOHN TOWNSEND	85.74	15 MAY 91	PAYROLL
001364	3651	AMBER WARRAN	223.72	15 MAY 91	PAYROLL
001365	3639	DIANE WIERS	326.83	15 MAY 91	PAYROLL
001366	3637	CHERYL WITTY	456.45	15 MAY 91	PAYROLL
001367	3691	PAULA L. BAUGH	290.16	31 MAY 91	PAYROLL
001368	3694	SHANNON BAUNACH	98.88	31 MAY 91	PAYROLL
001369	3671	JULIE BRAY	572.01	31 MAY 91	PAYROLL
001370	3681	GLENDA BROWN	419.73	31 MAY 91	PAYROLL
001371	3689	RENEE CARR	243.05	31 MAY 91	PAYROLL
001372	3687	MARK CASSELLO	54.84	31 MAY 91	PAYROLL
001373	3686	LYNN DAUGHERTY	974.71	31 MAY 91	PAYROLL
001374	3678	MARY DUGGLEBY	388.57	31 MAY 91	PAYROLL
001375	3672	CHARLOTTE FAGEN	483.34	31 MAY 91	PAYROLL
001376	3696	PAMELA FERBER	644.78	31 MAY 91	PAYROLL
001377	3700	CYNTHIA FISHBURN	49.70	31 MAY 91	PAYROLL
001378	3698	KIMBERLY GARWOOD	679.27	31 MAY 91	PAYROLL
001379	3692	ROSE E. HOWARD	279.05	31 MAY 91	PAYROLL
001380	3693	KRISTIN JOHNSON	74.49	31 MAY 91	PAYROLL
001381	3682	DIANA KODY	115.44	31 MAY 91	PAYROLL
001382	3676	JOAN KOPANDA	279.28	31 MAY 91	PAYROLL
001383	03670	MARY K. MARTIN	755.33	31 MAY 91	PAYROLL
001384	3683	RYAN MORELAND	71.27	31 MAY 91	PAYROLL

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301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

03 JUN 91

PAGE 1

Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
001385	3688	ERICA MURRAY	67.39	31 MAY 91	PAYROLL
001386	3679	KATHLEEN PADGITT	338.78	31 MAY 91	PAYROLL
001387	3680	BONNIE FOWELL	279.74	31 MAY 91	PAYROLL
001388	3697	JULIE SCHLEUDER	105.90	31 MAY 91	PAYROLL
001389	3673	SHARON SCHULENBERG	423.42	31 MAY 91	PAYROLL
001390	3684	EILEEN SPURGEON	61.64	31 MAY 91	PAYROLL
001391	3695	NICOLE SYKES	59.00	31 MAY 91	PAYROLL
001392	3674	JILL TACHTIRIS	417.53	31 MAY 91	PAYROLL
001393	3685	ELIZABETH THONE	94.80	31 MAY 91	PAYROLL
001394	3699	JOHN TOWNSEND	104.33	31 MAY 91	PAYROLL
001395	3690	AMBER WARRAN	223.72	31 MAY 91	PAYROLL
001396	3677	DIANE WIERS	326.83	31 MAY 91	PAYROLL
001397	3675	CHERYL WITTY	456.45	31 MAY 91	PAYROLL
0009971	3662	HERBERT H. & LUANNE N. ARIHO	70000.00	07 MAY 91	RENSSELAER PROPERTY
009972	03663	HERBERT H. & LUANNE N. ARIHO	1000.00	07 MAY 91	PARTIAL FENCING COST AT RENS
009973	03664	SYLVAN & BERNICE HUBERS	2500.00	07 MAY 91	DEMOTTE PROPERTY
009974	03665	BANK ONE	3403.37	15 MAY 91	FICA & FED TAX WITHHELD 15 M
009975	03666	INDIANA DEFERRED COMPENSATIO	72.50	15 MAY 91	WITHHELD FROM 15 MAY 91 PAYR
009976	03667	NIPSCO	212.50	15 MAY 91	WHEATFIELD UTILITIES
009977	03668	NORTHWESTERN INDIANA TELEPHO	77.87	15 MAY 91	DEMOTTE TELEPHONE
009978	03669	UNITED TELEPHONE COMPANY	335.51	15 MAY 91	RENSSELAER TELEPHONE
009979	3701	BANK ONE	3380.89	31 MAY 91	FICA & FED TAX WITHHELD 31 M
009980	03702	INDIANA DEFERRED COMPENSATIO	72.50	31 MAY 91	WITHHELD FROM 31 MAY 91 PAYR
009981	03703	INDIANA DEPARTMENT OF REVENU	1079.55	31 MAY 91	STATE & COUNTY TAX WITHHELD
009982	03704	AT&T	55.25	31 MAY 91	DEMOTTE TELEPHONE
009983	03705	CITY OF RENSSELAER	270.70	31 MAY 91	RENSSELAER UTILITIES
009984	03706	UNITED TELEPHONE COMPANY	120.66	31 MAY 91	WHEATFIELD TELEPHONE
009986	03707	ABC SCHOOL SUPPLY INC.	21.48	03 JUN 91	CRAFT SUPPLIES -- CR
009987	03708	ACE HARDWARE	2.95	03 JUN 91	BATTERY -- DEMOTTE
009988	03709	ASSOCIATED LIBRARIES, INC.	1126.36	03 JUN 91	BOOKS
009989	03711	AUSTIN BOOK SALES	404.60	03 JUN 91	BOOKS
009990	03712	BAKER & TAYLOR	171.98	03 JUN 91	BOOKS
009991	03713	BAKER & TAYLOR	4365.48	03 JUN 91	BOOKS
009992	03714	BAKER & TAYLOR	621.00	03 JUN 91	LEASE BOOKS
009993	03715	BETTER CONTAINERS MFG. CO. I	156.89	03 JUN 91	BOOKS BAGS
009994	03716	BIERMA HARDWARE	5.69	03 JUN 91	VARNISH -- WHEATFIELD
009995	03717	BONNIE FOWELL	22.00	03 JUN 91	MILEAGE
009996	03718	BRODART CO.	174.48	03 JUN 91	SYSDAC TAPE
009997	03719	CHARLOTTE FAGEN	26.90	03 JUN 91	MILEAGE & SUMMER READING SUP
009998	03720	CHERYL A. WITTY	22.50	03 JUN 91	MILEAGE
009999	03721	CHILDRENS PRESS	65.08	03 JUN 91	BOOKS
010000	03722	COMPUTERLAND OF NORTHERN IND	797.65	03 JUN 91	PRINTER -- DIRECTOR'S OFFICE
010001	03723	DAVID DEVRIES	90.00	03 JUN 91	MAINTENANCE & REPAIRS -- DEM
010002	03724	DEMCO	359.78	03 JUN 91	PROCESSING & LIBRARY SUPPLIE
010003	03725	DIANE WIERS	12.90	03 JUN 91	SUMMER READING SUPPLIES -- W
010004	03726	DICK JOLINK	112.50	03 JUN 91	MOWING -- DEMOTTE
010005	03727	FACTS ON FILE, INC.	40.61	03 JUN 91	BOOKS
010006	03730	GLENDA BROWN	80.50	03 JUN 91	MILEAGE

CHECK REGISTER
 ----- JASPER COUNTY PUBLIC LIBRARY -----
 301 N. VAN RENSSELAER STREET
 RENSSELAER, IN 47978
 03 JUN 91

PAGE 3

Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
010007	03731	GODWINS INC.	1616.00	03 JUN 91	INSURANCE PREMIUMS
010008	03732	HAMSTRA GROUP, INC.	294.96	03 JUN 91	REPAIRS AT WHEATFIELD
010009	03733	HARVEY'S	12.40	03 JUN 91	CRAFT SUPPLIES -- CR
010010	03734	HERBERT H. & LUANNE N. ARIHO	1421.77	03 JUN 91	HALF OF FUEL TANK REMOVAL
010011	03735	HERITAGE OFFICE PRODUCTS, IN	344.70	03 JUN 91	CALCULATOR, COPIER DRUM, SUP
010012	03736	HIGHSMITH CO. INC.	24.46	03 JUN 91	BEAN BAG REFILLS -- CR
010013	03737	IDNR DIVISION OF WATER	16.50	03 JUN 91	BOOKS
010014	03738	INGRAM	54.49	03 JUN 91	VIDEOCASSETTES
010015	03739	JILL TACHTIRIS	61.60	03 JUN 91	MILEAGE
010016	03740	JULIE BRAY	11.00	03 JUN 91	MILEAGE
010017	03741	KANKAKEE VALLEY POST NEWS	53.95	03 JUN 91	ADVERTISEMENTS
010018	03742	KATHLEEN PADGITT	48.50	03 JUN 91	MILEAGE TO ILA
010019	03743	KIMBERLY GARWOOD	93.70	03 JUN 91	MILEAGE AND CHAIN & PADLOCKS
010020	03744	LYNN DAUGHERTY	59.00	03 JUN 91	MILEAGE
010021	03745	MARY K. MARTIN	173.79	03 JUN 91	MILEAGE, CONFERENCE, LIBRARY
010022	03746	MARY K. MARTIN	68.45	03 JUN 91	AUTHOR VALISKA GREGORY VISIT
010023	03747	MOOLENAAR & HUGHES	40.00	03 JUN 91	LAWN CARE AT DEMOTTE
010024	03748	NATIONAL GEOGRAPHIC SOCIETY	14.95	03 JUN 91	BOOKS
010025	03749	NDAT, INC.	49.95	03 JUN 91	BOOKS
010026	03750	NIPSCO	352.94	03 JUN 91	DEMOTTE UTILITIES
010027	03751	ODMS DISPOSAL SERVICE INC.	11.68	03 JUN 91	TRASH PICK-UP--DEMOTTE
010028	03752	PAM FERBER	4.84	03 JUN 91	BOOKS
010029	03753	POST TRIBUNE	135.20	03 JUN 91	SUBSCRIPTION -- DEMOTTE
010030	03754	POSTMASTER GENERAL	232.00	03 JUN 91	POSTAGE
010031	03755	QUEEN CITY UNIFORMS	178.50	03 JUN 91	NAME TAGS
010032	03756	QUILL	72.44	03 JUN 91	OFFICE & JANITORIAL SUPPLIES
010033	03757	RAND McNALLY & COMPANY	251.25	03 JUN 91	BOOKS
010034	03758	RENSSELAER REPUBLICAN	125.03	03 JUN 91	ADVERTISEMENTS
010035	03759	R W POOL CO., INC.	142.09	03 JUN 91	JANITORIAL SUPPLIES
010036	03760	SCHWARTZ-HILL BOOK COMPANY	2.83	03 JUN 91	BOOK KITS
010037	03761	SECURITY COURIERS, INC.	357.50	03 JUN 91	TRANSPORT BETWEEN BRANCHES
010038	03762	SIMON & SCHUSTER SCHOOL GROU	178.51	03 JUN 91	BOOKS
010039	03763	SMILEMAKERS	53.95	03 JUN 91	SUMMER READING SUPPLIES -- R
010040	03764	TEETERS CULLIGAN	40.41	03 JUN 91	COOLER RENTAL & WATER
010041	03765	THE L.O.M. CORPORATION	18027.50	03 JUN 91	ARCHITECTURAL SERVICES
010042	03766	UNITED SUPPLY CO. INC.	85.90	03 JUN 91	CRAFT SUPPLIES
010043	03767	UPSTART	82.50	03 JUN 91	BOOKMARKS & DECORATORS
010044	03768	WALLMANN'S	18.66	03 JUN 91	JANITORIAL SUPPLIES
010045	03769	VALISKA GREGORY	1337.34	03 JUN 91	AUTHOR VISIT TO RENSSELAER &
010046	03770	SAM'S WHOLESALE CLUB	117.52	03 JUN 91	OFF.SUP, COPIER PAPER & VIDE

--TOTAL AMOUNT OF CLAIMS-- 136353.00

ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 3 pages, and except for claims not allowed as shown on the Register, such claims are hereby allowed in the total amount of 136353.00. Dated 03 JUN 91.

_____	_____
_____	_____
_____	_____
_____	_____

RECEIPT BREAKDOWN FOR
JUNE 3, 1991

FINES and FEES..... 1037.45

DeMotte	334.95
Rensselaer	544.85
Wheatfield	157.65

PHOTOCOPIES..... 582.15

DeMotte	259.40
Rensselaer	194.75
Wheatfield	128.00

CARDS..... 24.50

DeMotte	2.00
Rensselaer	12.00
Wheatfield	10.50

INTEREST..... 346.00

GIFT FUNDS..... 10.00

DeMotte	10.00
Rensselaer	0.00
Wheatfield	0.00

FINANCIAL INSTITUTION TAX..... 1654.00

LOCAL OPTION TAX..... 89960.00

Certified Shares	82377.00
Property Tax Replacement Cr	7583.00

TOTAL AMOUNT OF RECEIPTS..... 93614.10

RE: SECURITY SYSTEM FOR LIBRARY MATERIALS

As the architects finalize the bid documents for our construction project, we need to decide whether or not we want to include a security system in our building project.

The Checkpoint system, used in many retail businesses as well as libraries, is the system we prefer. It is the cheapest, most cheaply maintained, requires the smallest amount of equipment and seems to give fewer false alarms than other systems.

It would cost about \$25,000 for equipment, supplies and installation.

Because it uses simple solid state radio technology, it has a long life.

Would installation be cost effective? We can only estimate the cost of materials stolen each year. Rensselaer has not done an inventory for several years. My estimate, judging from inventories at DeMotte and Wheatfield, is that in a normal year, we might lose \$400-\$600 worth of books per library. This means \$1200-\$1800 per year for the JCPL system.

The Rensselaer Library seems to have more than its share of vandalism. It may also have more than its share of theft.

At Rensselaer, in 1990, several encyclopedia volumes were stolen. Reference books, because used every day, are easy to spot when missing. This year, one valuable Jasper County history book disappeared from the genealogy room and the index to National Geographic is missing. Genealogy materials are extremely valuable because they are often irreplaceable.

Lost books mean not only lost dollars, but information that is not available to library patrons, perhaps for months, til they can be replaced. With the exception of reference materials, a book can be out of circulation a long time before any patron actually alerts the staff.

In dollar terms, it could take 14 years for us to receive a return on our investment. On the other hand, if we also take into consideration the detrimental effect on public service when books are missing, staff time spent searching everywhere for missing items and spent reordering and reprocessing them, and the possibility of irreplaceable items being stolen, our investment could pay off much sooner.

The Board needs to decide to do one of the following:

1. Install the system with the construction project
2. Have the rough-in done for the system when the buildings are built and save the purchase of the system for a later date
3. Have the security system bid as an alternate bid which we would accept if we find funds are available in the construction fund
4. Determine not to install a security system at all.

RE: TRAVEL EXPENSES: MEALS

The following is a proposed policy for payment for meals for library staff or trustees while on library business. In the past, policy has not been written down and confusion has resulted.

JCPL will pay employee and board expenses for meals purchased while outside the library district when on approved library business only under the following conditions:

1. If it is necessary to leave home before 6:30 A.M. to attend a library function, breakfast will be reimbursed.
2. Lunches will be reimbursed when it is not possible to return to the library district before 1:30 PM.
3. Dinners will be reimbursed when it is not possible to return to the library district by 7 PM.
4. The library will pay for all meals when an employee or trustee must be away from the library district overnight while at an approved library function.

Claims for meal expenses must be accompanied by an accounts payable voucher and restaurant receipts. The library will pay up to the following amounts (including tips) toward these expenses:

Breakfast----up to \$6.00
Lunch-----up to \$7.00
Dinner-----up to \$15.00

The library will pay in full any meal expenses which are included in the registration costs for an approved library function out of the JCPL district.

RE: TEMPORARY LIBRARY CARD POLICY

We have had several requests recently (and always have had them from time to time) from persons temporarily living in the county who wish to borrow library materials. Some of these are persons living at the Crisis Center. One recent request came from a woman staying with her husband for 1-2 months in a local motel while her husband was on a temporary job in Jasper County.

Because we have had no policy in the past, we have made decisions on a case by case basis, inconsistently.

Our management staff has discussed the problem. The following proposal is the result.

FOR PERSONS LIVING AT THE CRISIS CENTER:

Rita Koepcke, director, will get approval from her Board to pay for any materials lost by residents. She will sign an agreement to that effect which will be on file in our office. She will then register for a card in her name which she will give to residents wishing to borrow materials. We will not charge the Crisis Center for fines accrued by residents which they do not pay. We will, however, charge the Crisis Center for materials not returned.

FOR OTHER TEMPORARY RESIDENTS:

Persons temporarily living in the county who cannot qualify for reciprocal borrowing by presenting library cards from participating Indiana libraries must pay a \$10.00 deposit in order to borrow materials from the Jasper County Public Library. They may borrow books and magazines only. Both permanent and temporary addresses will be required on their registration card. Proof of permanent address must be shown. Temporary library cards will be given after library staff calls to verify their place of temporary residence. They will be limited to borrowing 4 items at a time. The \$10.00 deposit will be refunded only when they return their temporary card within 6 months of payment.

JULY

AGENDA.....July 1, 1991
Monthly Meeting Rensselaer Library
Jasper County Public Library Board of Trustees
7:00 PM

1. Minutes
2. Bills/Financial reports
 - 2.1 Bills to be allowed/Paychecks
 - 2.2 Financial statements
3. Director's report
 - 3.1 Circulation
 - 3.2 Activities
4. Update on building project
5. Lease video service
6. 1992 Budget
 - 6.1 Discussion
 - 6.2 Executive session to discuss salaries
 - 6.3 Approval to advertise
 - 6.4 Date of meeting to adopt (Aug. 12, 26, Sept. 3,4,5)
7. Wheatfield Business
 - 7.1 Gutters
 - 7.2 Meeting room use
8. DeMotte Business
9. Rensselaer Business
10. Adjournment

MINUTES.....APRIL 24, 1991
DeMotte Library Library Board Meeting
7:00 PM

Present: Miriam Lawyer, Wil Doty, Barbara Leestma, Wanda Stewart, Marge
Hohner, Mary Linda Casey, Bob Souza, Lynn Daugherty, Bill Moriarty

An executive session, chaired by Miriam Lawyer, was held to discuss
legal negotiations relating to a small parcel of DeMotte real estate and
a quiet title lawsuit for certain DeMotte real estate. The Board
adjourned at 8:30 PM.

Miriam Lawyer
Barbara Leestma

MINUTES.....JUNE 3, 1991
Rensselaer Library Library Board Meeting
7:00 PM

Present: Miriam Lawyer, Wil Doty, Barbara Leestma, Wanda Stewart, Marge Hohner, Mary Linda Casey, Bob Souza

A report by Kim Rothenberger, L O M architect, informed the Board that bids would probably go out one to two weeks later than expected due to delays in obtaining results of site surveys.

Rothenberger described the steps taken thus far in the planning process for the new libraries. Several decisions on the building project were made by the Board. They decided that the lower level of the present DeMotte Library will be unavailable for library or public use after construction starts in August or September. This will allow contractors to build more efficiently; it will, however, mean that groups will not be able to hold meetings in the library and that library programming will need to be done elsewhere.

The Board instructed the architect to include a security system as an alternate bid in the project. They decided to eliminate the request for operable windows from the building program.

DeMotte Property: After proper newspaper notification to taxpayers, a public hearing was held concerning the purchase, sale and lease of properties owned by the Kankakee Valley School Corporation and the Jasper County Public Library. Resolutions concerning these matters (see attached) and a resolution to appoint Bank One as Bond Registrar and Paying Agent (see attached) were unanimously approved on a motion by W. Doty, seconded by M. L. Casey.

Minutes: The minutes of the May 6 board meeting, including attached resolutions, were approved on a motion by M. L. Casey, seconded by W. Doty.

Bills, Financial Statements: Bills, payroll and financial statements were approved on a motion by W. Doty, seconded by M. Hohner.

Director's Report: The Director noted the overall decrease in circulation at JCPL, attributing this to a decrease in the number of research papers assigned to students during the last two months.

Reciprocal Borrowing Agreement: The Director reported that the new agreement will result in payment only to net lenders, but will pay them at a higher per item rate than in the past. Libraries will not have the option of assessing other libraries for patron use of their facilities. The Board voted to adopt the Reciprocal Borrowing Covenant, as attached, on a motion by W. Doty, seconded by W. Stewart.

Budget: The Board set July 1 as the date on which they will approve the 1992 budget for advertising. The public hearing will be scheduled for the Board's August 5 regularly scheduled meeting. The date for the adoption of the budget (August 12, 26 or Sept. 3,4,5) will be set at the July meeting.

Travel Expense Policy: The Board tabled approval of a travel expense policy until the subject can be researched more thoroughly and until the Board Policy Committee can study the proposal.

Temporary Library Cards: On a motion by W. Doty, seconded by M.L. Casey, the Board voted 6 to one to offer temporary library cards to persons living temporarily in the county but having permanent residence elsewhere. A \$10 nonresident fee and a \$10 deposit would be required of a card holder.

Special arrangements applying to residents of the Crisis Center were unanimously approved on a motion by W. Doty, seconded by B. Leestma. Pending approval of the Crisis Center Board, the library will allow Crisis Center residents to borrow library materials on a special card bearing the name of the Crisis Center Director. The Crisis Center will bear the cost of any materials damaged or not returned by its residents. Fines which are not paid by Crisis Center residents, however, will not be assessed against the Crisis Center.

Wheatfield business: The Director apologized for not having attended more closely to the gutter project at the library and noted that she has turned this project over to Pam Ferber, DeMotte/Wheatfield librarian.

Rensselaer Business: L. Daugherty reported that a leak has developed in the roof of the library. On the recommendation of Paul James, who has handled the library's roof and gutter problems recently, the Board decided to have an elasticized coating applied to the flat portion of the roof at a cost of \$2700. A motion to this effect was made by W. Doty, seconded by B. Leestma.

DeMotte business: The Director noted that the Sear Corporation, asbestos consultants, had given the DeMotte building a clean bill of health. She also noted that a new water pump had been purchased for the library this month.

The Board adjourned at 9:30 PM.

Miriam Sawyer
Sabrina Leestma

EXCERPTS FROM THE MINUTES OF REGULAR MEETING
OF THE LIBRARY BOARD OF THE JASPER COUNTY PUBLIC LIBRARY

A regular meeting of the Library Board of the Jasper County Public Library was held at the Main Library, 301 N. Van Rensselaer St., Rensselaer, Indiana on June 3, 1991 at the hour of 7:00 p.m. (CST), pursuant to notice duly given in accordance with the rules of the Board and IC 5-14-1.5.

The meeting was called to order by Miriam Lawyer, President of the Board, and the minutes of the meeting were recorded by Barbara Leestma, Secretary of the Board.

On call of the roll, the members of the Board were shown to be present or absent as follows:

Present: Miriam Lawyer, Wilbur D. Doty, Robert Souza,
Wanda Stewart, Mary Linda Casey, Barbara
Leestma and Margaret Hohner

Absent: None

The President announced that a quorum was present for the transaction of business.

(Among other proceedings had and
actions taken were the following:)

The Board having previously received bids from Bank One-Indianapolis, First of America Bank-LaPorte, and DeMotte State Bank to serve as the Registrar and Paying Agent for this bond issue, it was determined that Bank One-Indianapolis was the low bidder. Therefore, on motion duly made, seconded and unanimously carried, the following resolution was adopted:

REGISTRAR AND PAYING AGENT RESOLUTION

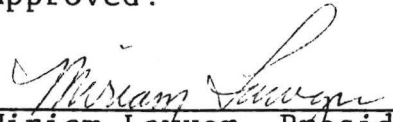
BE IT RESOLVED that Jasper County Public Library accept the low bid of Bank One-Indianapolis, N.A., to be the Registrar and Paying Agent on the 1991 \$3,900,000 Library Bond Issue, pursuant to its bid dated March 27, 1991, a copy of which is attached hereto and made a part hereof.

(Other business....)

There being no further business presented, on motion duly made, seconded and unanimously carried, the meeting thereupon adjourned.


Barbara Leestma, Secretary

Approved:


Miriam Lawyer, President

FINANCIAL STATEMENT
JASPER COUNTY PUBLIC LIBRARY

JULY 1, 1991

	Beginning Balance	Receipts	Disbursements	Ending Balance
Operating Fund	17016.16	204853.95	100434.66	121435.45
Gift Funds				
DeMotte	3414.19	540.00	358.75	3595.44
Rensselaer	877.96	697.18	75.00	1500.14
Wheatfield	976.48	0.00	142.00	834.48
Bond and Interest Funds				
DeMotte	0.00	0.00	0.00	0.00
Wheatfield	20049.11	0.00	0.00	20049.11
IRF Fund	22971.50	0.00	0.00	22971.50
Net Cash Funds				
DeMotte	30.00	0.00	0.00	30.00
Rensselaer	60.00	0.00	0.00	60.00
Wheatfield	30.00	0.00	0.00	30.00
Reciprocal Borrowing Fund	0.00	342.00	0.00	342.00
Levy Excess Fund	0.00	0.00	0.00	0.00
Reserve for Insurance	1369.32	0.00	-671.62	2040.94
	28.67	0.00	-169.36	198.03
TOTAL ALL FUNDS	66823.39	206433.13	100169.43	173087.09

RECEIPT BREAKDOWN FOR
JULY 1, 1991

FINES and FEES..... 1134.68

DeMotte	336.50
Rensselaer	496.76
Wheatfield	301.42

PHOTOCOPIES..... 476.82

DeMotte	186.50
Rensselaer	204.22
Wheatfield	86.10

CARDS..... 16.50

DeMotte	2.50
Rensselaer	13.00
Wheatfield	1.00

INTEREST..... 436.29

GIFT FUNDS..... 1237.18

DeMotte	540.00
Rensselaer	697.18
Wheatfield	0.00

RECIPROCAL BORROWING FUND..... 342.00

STOPPED PAYMENT ON CHECK #009646..... 251.25

JUNE 1991 TAX DRAW.....202538.41

Property Tax	186186.36
License Excise Tax	16335.73
Banks,Buildings,& Loan	16.32

TOTAL AMOUNT OF RECEIPTS.....206433.13

APPROPRIATION REPORT

----- JASPER COUNTY PUBLIC LIBRARY -----

01 jul 91

ACCT #	DESCRIPTION	ANNUAL APPROPRIATION	CHANGE TO APPROPRIATION	CURRENT APPROPRIATION	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	APPROPRIATION BALANCE	% SPENT Y-T-D
1.11	SALARY OF LIBRARIAN	33920.00	.00	33920.00	2826.68	16960.08	16959.92	50%
1.12	SALARY OF ASSISTANTS	266765.00	.00	266765.00	21970.63	130850.93	135914.07	49%
1.13	WAGES OF JANITORS	15520.00	.00	15520.00	782.18	5755.47	9764.53	37%
1.21	EMPLOYER'S SHARE-FICA	24172.00	.00	24172.00	1956.88	11747.98	12424.02	49%
1.22	UNEMPLOYMENT COMPENSATION	2000.00	.00	2000.00	.00	1304.25	695.75	65%
1.23	EMPLOYER'S CONTRIBUTION - PERF	16931.00	.00	16931.00	.00	8629.54	8301.46	51%
1.24	EMPLOYER'S CONTRIBUTION - INS.	6000.00	.00	6000.00	.00	600.00	5400.00	10%
1.31	OTHER PERSONAL SERVICES	2000.00	.00	2000.00	.00	.00	2000.00	0%
2.11	OFFICIAL RECORDS	1000.00	.00	1000.00	.00	487.30	512.70	49%
2.12	STATIONERY AND PRINTING	900.00	.00	900.00	.00	309.00	591.00	34%
2.13	OTHER OFFICE SUPPLIES	3250.00	.00	3250.00	143.91	960.13	2289.87	30%
2.21	CLEANING & SANITATION SUPPLIES	3900.00	.00	3900.00	83.39	1097.41	2802.59	28%
2.22	FUEL, OIL & LUBRICANTS	100.00	.00	100.00	4.40	4.40	95.60	4%
2.23	OTHER OPERATING SUPPLIES	100.00	.00	100.00	.00	.00	100.00	0%
2.31	BUILDING MATERIALS & SUPPLIES	750.00	.00	750.00	.00	90.69	659.31	12%
2.32	PAINT AND PAINTING SUPPLIES	200.00	.00	200.00	.00	5.69	194.31	3%
2.33	REPAIR PARTS	250.00	.00	250.00	.00	317.90	-67.90	127%
2.41	LIBRARY SUPPLIES	8000.00	.00	8000.00	208.98	3850.17	4149.83	48%
2.42	OTHER SUPPLIES	2000.00	.00	2000.00	24.16	537.97	1462.03	27%
3.11	CONSULTING SERVICES	1000.00	.00	1000.00	.00	465.00	535.00	47%
3.12	ENGINEERING & ARCH. SERVICES	1000.00	.00	1000.00	54250.00	85406.75	-84406.75	8541%
3.13	LEGAL SERVICES	1500.00	.00	1500.00	.00	.00	1500.00	0%
3.14	OTHER PROFESSIONAL SERVICES	5500.00	.00	5500.00	4420.00	6403.82	-903.82	116%
3.14	TELEPHONE	9000.00	.00	9000.00	608.84	3424.78	5575.22	38%
3.14	POSTAGE	3500.00	.00	3500.00	263.35	1536.69	1963.31	44%
3.23	TRAVELING EXPENSE	5000.00	.00	5000.00	62.50	1624.85	3375.15	32%
3.24	PROFESSIONAL MEETINGS	6000.00	.00	6000.00	.00	1770.40	4229.60	30%
3.25	FREIGHT	200.00	.00	200.00	.00	.00	200.00	0%
3.31	ADVERTISING & PUBLIC NOTICES	1500.00	.00	1500.00	63.83	352.43	1147.57	23%
3.32	OTHER PRINTING	500.00	.00	500.00	.00	.00	500.00	0%
3.41	OFFICIAL BONDS	1000.00	.00	1000.00	.00	250.00	750.00	25%
3.42	OTHER INSURANCE	7000.00	.00	7000.00	.00	5531.80	1468.20	79%
3.51	GAS	7000.00	.00	7000.00	41.82	2358.79	4641.21	34%
3.52	ELECTRICITY	18000.00	.00	18000.00	557.92	5775.93	12224.07	32%
3.53	WATER	500.00	.00	500.00	97.59	283.00	217.00	57%
3.54	WASTE DISPOSAL SERVICES	500.00	.00	500.00	82.02	177.68	322.32	36%
3.61	BUILDING & STRUCTURES	7500.00	.00	7500.00	2880.00	4211.74	3288.26	56%
3.62	EQUIPMENT	1000.00	.00	1000.00	448.20	708.40	291.60	71%
3.71	REAL ESTATE	1.00	.00	1.00	.00	.00	1.00	0%
3.72	EQUIPMENT	1000.00	.00	1000.00	24.90	219.90	780.10	22%
3.91	DUES	800.00	.00	800.00	.00	898.15	-98.15	112%
3.92	INTEREST ON TEMPORARY LOANS	1.00	.00	1.00	.00	.00	1.00	0%
3.93	TAXES & ASSESSMENTS	1.00	.00	1.00	.00	40.74	-39.74	4074%
3.94	TRANSFER TO LIRF	70000.00	.00	70000.00	.00	.00	70000.00	0%
3.95	LAWN CARE & MAINTENANCE CONT.	7000.00	.00	7000.00	651.18	3825.23	3174.77	55%
3.96	PETTY CASH	120.00	.00	120.00	.00	.00	120.00	0%
3.97	INTERVIEWING & MOVING EXP.	250.00	.00	250.00	.00	.00	250.00	0%
4.1	LAND	1.00	.00	1.00	.00	73921.77	-73920.77	7392177%
4.1	BUILDINGS	1.00	.00	1.00	.00	.00	1.00	0%
4.1	IMPROVEMENTS OTHER THAN BUILD.	.00	.00	.00	.00	1000.00	-1000.00	100000%
4.4	FURNITURE & EQUIPMENT	15000.00	.00	15000.00	224.88	3064.58	11935.42	20%
4.51	BOOKS	100000.00	.00	100000.00	6683.44	35212.94	64787.06	35%
4.52	PERIODICALS & NEWSPAPERS	25300.00	.00	25300.00	1045.00	12559.32	12740.68	50%
4.53	NONPRINTED MATERIALS	19500.00	.00	19500.00	7.18	5788.38	13711.62	30%
4.61	BOOKS ENCUMBERED	7354.30	.00	7354.30	20.80	4420.51	2933.79	60%
	-TOTAL-	711287.30	.00	711287.30	100434.66	444742.49	266544.81	63%

{-----BANK BALANCES-----}

DATE {01 jul 91}

A1 {BANK ONE CHECKING	}	B1 {	129827.88}
A2 {CERTIFICATE OF DEPOSIT #1	}	B2 {	.00}
A3 {CERTIFICATE OF DEPOSIT #2	}	B3 {	.00}
A4 {FIRST OF AMERICA	}	B4 {	11451.93}
A5 {DEMOTTE STATE BANK	}	B5 {	11699.90}
A6 {INDIANA FEDERAL	}	B6 {	17536.72}
A7 {LAFAYETTE NATIONAL BANK	}	B7 {	2570.66}
A8 {	}	B8 {	.00}
A9 {	}	B9 {	.00}
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TOTAL		B10{	173087.09}

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----- JASPER COUNTY PUBLIC LIBRARY -----

301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

01 jul 91

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
001398	3792	PAULA L. BAUGH	290.16	14 JUN 91	PAYROLL
001399	3795	SHANNON BAUNACH	93.27	14 JUN 91	PAYROLL
001400	3772	JULIE BRAY	572.01	14 JUN 91	PAYROLL
001401	3782	GLENDA BROWN	419.73	14 JUN 91	PAYROLL
001402	3790	RENEE CARR	186.91	14 JUN 91	PAYROLL
001403	3788	MARK CASSELLO	57.98	14 JUN 91	PAYROLL
001404	3787	LYNN DAUGHERTY	974.71	14 JUN 91	PAYROLL
001405	3779	MARY DUGGLEBY	275.83	14 JUN 91	PAYROLL
001406	3773	CHARLOTTE FAGEN	483.34	14 JUN 91	PAYROLL
001407	3797	PAMELA FERBER	644.78	14 JUN 91	PAYROLL
001408	3801	CYNTHIA FISHBURN	74.49	14 JUN 91	PAYROLL
001409	3799	KIMBERLY GARWOOD	679.27	14 JUN 91	PAYROLL
001410	3802	CHERYL HEIRONIMUS	24.10	14 JUN 91	PAYROLL
001411	3793	ROSE E. HOWARD	279.05	14 JUN 91	PAYROLL
001412	3794	KRISTIN JOHNSON	76.06	14 JUN 91	PAYROLL
001413	3783	DIANA KOOY	101.58	14 JUN 91	PAYROLL
001414	3777	JOAN KOPANDA	279.28	14 JUN 91	PAYROLL
001415	03771	MARY K. MARTIN	752.00	14 JUN 91	PAYROLL
001416	3784	RYAN MORELAND	71.27	14 JUN 91	PAYROLL
001417	3789	ERICA MURRAY	62.69	14 JUN 91	PAYROLL
001418	3780	KATHLEEN PADGITT	338.78	14 JUN 91	PAYROLL
001419	3781	BONNIE POWELL	279.74	14 JUN 91	PAYROLL
001420	3798	JULIE SCHLEUDER	150.19	14 JUN 91	PAYROLL
001421	3774	SHARON SCHULENBERG	423.42	14 JUN 91	PAYROLL
001422	3785	EILEEN SPURGEON	102.74	14 JUN 91	PAYROLL
001423	3796	NICOLE SYKES	55.90	14 JUN 91	PAYROLL
001424	3775	JILL TACHTIRIS	417.53	14 JUN 91	PAYROLL
001425	3786	ELIZABETH THONE	85.02	14 JUN 91	PAYROLL
001426	3800	JOHN TOWNSEND	68.60	14 JUN 91	PAYROLL
001427	3791	AMBER WARRAN	351.04	14 JUN 91	PAYROLL
001428	3778	DIANE WIERS	353.55	14 JUN 91	PAYROLL
001429	3776	CHERYL WITTY	456.45	14 JUN 91	PAYROLL
001430	3825	PAULA L. BAUGH	290.16	28 JUN 91	PAYROLL
001431	3828	SHANNON BAUNACH	27.48	28 JUN 91	PAYROLL
001432	3809	JULIE BRAY	572.01	28 JUN 91	PAYROLL
001433	3818	GLENDA BROWN	419.73	28 JUN 91	PAYROLL
001434	3823	RENEE CARR	186.91	28 JUN 91	PAYROLL
001435	3822	MARK CASSELLO	238.35	28 JUN 91	PAYROLL
001436	3821	LYNN DAUGHERTY	974.71	28 JUN 91	PAYROLL
001437	3810	CHARLOTTE FAGEN	483.34	28 JUN 91	PAYROLL
001438	3830	PAMELA FERBER	644.78	28 JUN 91	PAYROLL
001439	3832	CYNTHIA FISHBURN	99.29	28 JUN 91	PAYROLL
001440	3831	KIMBERLY GARWOOD	679.27	28 JUN 91	PAYROLL
001441	3833	CHERYL HEIRONIMUS	24.10	28 JUN 91	PAYROLL
001442	3826	ROSE E. HOWARD	279.05	28 JUN 91	PAYROLL
001443	3827	KRISTIN JOHNSON	93.10	28 JUN 91	PAYROLL
001444	3814	JOAN KOPANDA	279.28	28 JUN 91	PAYROLL
001445	03808	MARY K. MARTIN	752.00	28 JUN 91	PAYROLL

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301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

01 jul 91

PAGE 1

Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
001446	3819	RYAN MORELAND	109.35	28 JUN 91	PAYROLL
001447	3816	KATHLEEN PADGITT	338.78	28 JUN 91	PAYROLL
001448	3817	BONNIE FOWELL	279.74	28 JUN 91	PAYROLL
001449	3811	SHARON SCHULENBERG	423.42	28 JUN 91	PAYROLL
001450	3834	MELINDA SUHR	65.20	28 JUN 91	PAYROLL
001451	3829	NICOLE SYKES	134.96	28 JUN 91	PAYROLL
001452	3812	JILL TACHTIRIS	417.53	28 JUN 91	PAYROLL
001453	3820	ELIZABETH THONE	85.02	28 JUN 91	PAYROLL
001454	3824	AMBER WARRAN	351.04	28 JUN 91	PAYROLL
001455	3815	DIANE WIERS	353.55	28 JUN 91	PAYROLL
001456	3813	CHERYL WITTY	456.45	28 JUN 91	PAYROLL
001457	3842	ERICA MURRAY	47.01	28 JUN 91	PAYROLL
001458	03841	EILEEN SPURGEON	102.74	28 JUN 91	PAYROLL
010047	3803	BANK ONE	3400.81	14 JUN 91	FICA & FED TAX WITHHELD 14 J
010048	03804	INDIANA DEFERRED COMPENSATIO	72.50	14 JUN 91	WITHHELD FROM 14 JUN 91 PAYR
010049	03805	NIPSCO	349.02	14 JUN 91	WHEATFIELD UTILITIES
010050	03806	NORTHWESTERN INDIANA TELEPHD	75.90	14 JUN 91	DEMOTTE TELEPHONE
010051	03807	UNITED TELEPHONE COMPANY	294.90	14 JUN 91	RENSSELAER TELEPHONE
010052	3835	BANK ONE	3362.97	28 JUN 91	FICA & FED TAX WITHHELD 28 J
010053	03836	INDIANA DEFERRED COMPENSATIO	72.50	28 JUN 91	WITHHELD FROM 28 JUN 91 PAYR
010054	03837	INDIANA DEPARTMENT OF REVENU	1068.92	28 JUN 91	STATE & COUNTY TAX WITHHELD
010055	03838	CITY OF RENSSELAER	403.83	28 JUN 91	RENSSELAER UTILITIES
010056	03839	AT&T	112.33	28 JUN 91	DEMOTTE TELEPHONE
010057	03840	UNITED TELEPHONE COMPANY	125.71	28 JUN 91	WHEATFIELD TELEPHONE
010058	03845	BANK ONE	3388.47	28 JUN 91	FICA & FED TAX WITHHELD 28 J
010059	03846	INDIANA DEPARTMENT OF REVENU	1071.29	28 JUN 91	STATE & COUNTY TAX WITHHELD
010060	03847	ACE HARDWARE	66.86	01 JUL 91	JANITORIAL SUPPLIES -- DEMOT
010061	03848	ASSOCIATED LIBRARIES, INC.	543.41	01 JUL 91	BOOKS
010062	03849	AUSTIN BOOK SALES	470.89	01 JUL 91	BOOKS
010063	03850	BAKER & TAYLOR	196.77	01 JUL 91	BOOKS
010064	03851	BAKER & TAYLOR	1919.84	01 JUL 91	BOOKS
010065	03852	BAKER & TAYLOR	1035.00	01 JUL 91	LEASE BOOKS
010066	03853	BEN FRANKLIN	33.39	01 JUL 91	CRAFT & LIBRARY SUPPLIES
010067	03854	BETH SUTTON CUMMINS	300.00	01 JUL 91	PROGRAMS FOR SUMMER READING
010068	03855	CHARLOTTE FAGEN	46.58	01 JUL 91	SUMMER READING SUPPLIES -- D
010069	03856	CHERYL A. WITTY	51.50	01 JUL 91	MILEAGE
010070	03857	CHERYL A. WITTY	23.11	01 JUL 91	PETTY CASH REIMBURSEMENT--DE
010071	03858	CHERYL A. WITTY	59.27	01 JUL 91	PETTY CASH REIMBURSEMENT--RE
010072	03859	CHERYL A. WITTY	27.08	01 JUL 91	PETTY CASH REIMBURSEMENT--WH
010073	03860	CLEAN AS A WHISTLE	400.00	01 JUL 91	CLEANING SERVICE -- RENSSELA
010074	03861	COMPUTERLAND OF NORTHERN IND	220.43	01 JUL 91	5.25" DISC DRIVE -- DEMOTTE
010075	03862	DEYOUNG PLUMB, HTG, & AIR CO	387.20	01 JUL 91	AIR CONDITIONER SERVICE--WHE
010076	03863	DEMCO	232.53	01 JUL 91	OFFICE, PROCESSING, & LIBRAR
010077	03864	DICK JOLINK	150.00	01 JUL 91	MOWING -- DEMOTTE
010078	03865	FACTS ON FILE, INC.	166.40	01 JUL 91	BOOKS
010079	03866	FACTS ON FILE, INC.	1045.00	01 JUL 91	SUBSCRIPTIONS -- DEMOTTE & R
010080	03867	FAGEN PHARMACY	12.63	01 JUL 91	CRAFT SUP. & JANITORIAL SUP.
010081	03868	FAGEN PHARMACY	20.99	01 JUL 91	FILM FOR SUMMER READING -- C

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----- JASPER COUNTY PUBLIC LIBRARY -----

301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

01 jul 91

PAGE 3

Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
010082	03869	FAGEN PHARMACY	5.84	01 JUL 91	SUMMER READING SUP. -- DEMOT
010083	03870	GALE RESEARCH INC.	76.63	01 JUL 91	BOOKS
010084	03871	GOODWIN FIRE EQUIPMENT	26.00	01 JUL 91	FIRE EXT. SERVICE
010085	03872	HAINES & COMPANY, INC.	212.37	01 JUL 91	BOOKS
010086	03873	HARVEY'S	8.22	01 JUL 91	CRAFT SUPPLIES -- CHILDRENS
010087	03874	HERITAGE OFFICE PRODUCTS, IN	238.89	01 JUL 91	OFFICE SUP, SERVICE CONT, CO
010088	03875	JAMES TREE & PAINTING SERVIC	2750.00	01 JUL 91	ROOF REPAIR & CLEAN GUTTERS-
010089	03876	JASPER COUNTY LAND SURVEYING	3800.00	01 JUL 91	SITE SURVEYS--RENSSELAER & D
010090	03877	T & J REPAIR	225.00	01 JUL 91	MOWING & INSTALL RAILING--RE
010091	03878	JILL TACHTIRIS	11.00	01 JUL 91	MILEAGE
010092	03879	KANKAKEE VALLEY POST NEWS	72.09	01 JUL 91	ADVERTISEMENTS
010093	03880	KIMBERLY GARWOOD	4.45	01 JUL 91	5 KEYS -- RENSSELAER
010094	03881	MARK & JEANNINE FURUKAWA	200.00	01 JUL 91	SUMMER READING PROGRAMS
010095	03882	MGT GLASS	95.00	01 JUL 91	REPAIR LOCK ON FRONT DOOR--R
010096	03883	NATIONAL GEOGRAPHIC SOCIETY	13.95	01 JUL 91	BOOKS
010097	03884	DOMS DISPOSAL SERVICE INC.	13.18	01 JUL 91	TRASH PICK-UP--DEMOTTE
010098	03885	PAS-TIME BOOKS	38.16	01 JUL 91	BOOKS & RECORD
010099	03886	PHILIP HOWARD	132.40	01 JUL 91	MOWING, TRIMMING BUSHES, & G
010100	03887	POSTMASTER GENERAL	170.50	01 JUL 91	POSTAGE
010101	03888	QUILL	55.62	01 JUL 91	FAX PAPER
010102	03889	RAYBURN HEATING & COOLING	35.00	01 JUL 91	AIR CONDITIONER SERVICE -- D
010103	03890	RENSSELAER REPUBLICAN	41.34	01 JUL 91	ADVERTISEMENTS
010104	03891	SCHWARTZ-HILL BOOK COMPANY	1.88	01 JUL 91	BOOKS
010105	03892	SECURITY COURIERS, INC.	220.00	01 JUL 91	TRANSPORT BETWEEN BRANCHES
010106	03893	SIMON & SCHUSTER SCHOOL GROU	267.39	01 JUL 91	BOOKS
010107	03894	TEETERS CULLIGAN	35.80	01 JUL 91	COOLER RENTAL & WATER
010108	03895	THE L.O.M. CORPORATION	54250.00	01 JUL 91	ARCHITECTURAL SERVICE--RENS.
010109	03896	TOWN OF DEMOTTE	15.60	01 JUL 91	SEWER SERVICE -- DEMOTTE
010110	03897	TYSEN'S COUNTRY GROCERY, INC	10.16	01 JUL 91	ART SHOW SUPPLIES
010111	03898	WORLD BOOK, INC.	1677.00	01 JUL 91	BOOKS
COR. ENTR	3843	BANK ONE	-3362.97	28 JUN 91	VOUCHER # FOR INCORRECT AMOU
COR. ENTR	03844	INDIANA DEPARTMENT OF REVENU	-1068.92	28 JUN 91	VOUCHER # 3837 FOR INCORRECT

--TOTAL AMOUNT OF CLAIMS-- 100169.43

ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 3 pages, and except for claims not allowed as shown on the Register, such claims are hereby allowed in the total amount of 100169.43. Dated 01 JUL 91.

Fiction	43	43	357	349	1797	49	49			1822	28	28	1	1	882
Non-Fiction	107	70	935	900	914	107	57	4	23	1028	71	43	1	1	442

Fiction	67	66	486	486	2394	53	53	1	1	3853	53	53	1516
Non-fiction	49	47	424	424	733	23	23	1	1	765	22	22	222

GRAPHIC MATER'L	44	44	37
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ICROFORMS

Increase		1%	
Decrease	18%		6%

MONTHLY SYSTEM STATISTICS	1990	1991	
Circulation	22115	20616	7%
Daily Average			

er	day	354
Motte	day	355
heatfield	day	176

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

	RENSSELAER	DEMOTTE	WHEATFIELD	TOTAL
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REGISTRATIONS

Borrowers--Beginning of month:				13267
Resident	72	62	35	169
Non-resident	1			1
Expired cards	34	63	49	146
Total Registered				13291

REFERENCE QUESTIONS

Telephone				
Directional	179	80	143	402
Reference	197	147	76	420
In-person				
Directional	134	99	152	385
Reference	309	230	119	658
Total	819	556	490	1865

NTRALIB.LOAN ITEMS FILLED	54	53	50	157
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OL HISTORY

In person	15
Microfilms used	9
Letters	6

IN-HOUSE USE OF HARDWARE/SOFTWARE

Computer agreements	55	110
Software used	72	160
VCR Use		
Microforms	13	
Other		

XX

INTERLIBRARY LOANS(SYSTEM)

Requests made for:	75	72	5
Items rec'd for:	58	72	8
Items outstanding:	17	0	-3
Items from Ind. libs.	47	63	8

Items requested by other libraries	0
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Items supplied to other libraries	0
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Info requests answered for other libs	0
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Info requests sent	0
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RENSSELAER PUBLIC LIBRARY
AND
DEMOTTE PUBLIC LIBRARY

REVISED CONSTRUCTION DOCUMENT SCHEDULE

July 1, 1991	Meeting with owner, 10:00 A.M.
July 10, 1991	All drawings and specs 95% complete, team exchanges sets. Commence check-set and Owner/Staff final review Final field verification
July 15, 1991*	Receive final Owner/Staff revisions. Receive final Library Board approval for bidding.
July 19, 1991	All corrections complete. Send all drawings and specs to printer, 12:00 Noon.
July 23, 1991	Out for bids, documents available after 12 Noon at LOM office
July 24, 1991	Final submittal to S.B.C.
August 7, 1991	Pre-bid meeting, DeMotte Library, 1:00 PM (2 hour meeting for contractors and LOM)
August 15, 1991	Receive bids, 7:00 PM. Rensselaer Library meeting room. (LOM, Director, any Board members wishing to come or as decided by Board)
August 19, 1991*	Bid recommendations to Library Board, contracts for construction awarded.

* = Regular Library Board Meeting, 7:00 PM

1991 maximum tax levy: \$355,521

1992 maximum tax levy (approx.) \$373,297 (5% increase)

1991 budget: \$703,933

-50,000 (unappropriated LIRF money rec'd in 90)

\$653,933

We have been able to increase our budget consistently 5%-6% each year. Increasing our '91 budget by 5%-6%, we can expect \$686,630-\$693,169 for our '92 budget.

If we advertise our \$724,511 budget and find the budget is cut to the above figures, we can cut the following areas:

1	Personnel--4% increase budget instead of 5%	= \$2,935
2.13	Other office supplies	= \$ 250
3.94	LIRF	= \$15,000
4.4	Furniture & equipment	= \$7,000
4.52	Periodicals & newspapers	= \$9,000
		\$34,185

This leaves a budget of \$690,326. If we had to cut more, we would have to go to a 3% salary increase and/or cut our book budget by \$5,000.

In planning our '91 budget, we asked for \$30,000 more than our maximum levy would appear to allow us. When actual miscellaneous revenues were plugged in at our local hearing, we received \$50,000-\$60,000 more than we thought we were eligible for. (The extra was put in our operating balance). If we received the same \$50,000-\$60,000 this year, we would have \$703,000-\$713,000.

FUND	1988	1989	1990Spent	1991	1992	
			1990			
1PERSONAL SERVICES						
.1 Salaries and wages						
11 Salary of Librarian	27000	30000	34500	33249	33920	\$35,616
12 Salary of Assistants	197275	205500	235795	222439	266765	\$295,755
13 Wages of Janitor	9990	10200	9000	10287	15520	\$16,021
.2 Employee benefits						
21 Employer's Share FICA	17700	18500	19800	20347	24172	\$26,364
22 Unemployment Compensation	4600	1850	2000	576	2000	\$2,068
Employer's Contrib.-PERF			15000	11637	16931	\$20,629
23 Employer's Contrib.-Grp Ins.	2500	2775	19000	1193	6000	\$6,000
.3 Other Personal Services						
31	1000	2000	2000	0	2000	\$2,000
Total Personal Services	260065	270825	337095	299728	367308	\$404,453 55.8
2SUPPLIES						
.1 Office supplies						
11 Official records	750	750	750	528	1000	\$800
12 Stationery and Printing	600	1100	1000	188	900	\$800
13 Other office supplies	3300	3300	3250	1835	3250	\$3,250
.2 Operating supplies						
21 Cleaning/Sanitation Supplies	3750	3750	3900	2598	3900	\$3,900
22 Fuel, Oil and lubricants	100	100	100	4	100	\$100
23 Other Operating Supplies	100	100			100	\$100
.3 Repair and maintenance supplies						
31 Building Materials/supplies	750	750	750	567	750	\$600
32 Paint and Painting Supplies	250	250			200	\$200
33 Repair parts	300	300	250	129	250	\$250
Other Repair/Maintenance Suppli						
.4 Other supplies						
41 Library supplies	3500	7000	8000	6357	8000	\$8,000
42 Other supplies	3500	3500	2000	1068	2000	\$2,000
Total supplies	16900	20900	20000	13274	20450	\$20,000 2.8
30ther Services and Charges						
.1 Professional Services						
11 Consulting Services	500	500	1000	5800	1000	\$500
12 Engineering/Architectural Servi	1		3500	12401	1000	\$500
Legal Services		1000	1000	650	1500	\$1,500
13 Other Professional Services	3000	3000	1000	5512	5500	\$7,000
.2 Communication and Transportation						
21 Telephone and Telegraph	5550	6500	9000	7116	9000	\$11,000
22 Postage	2500	2500	3000	2081	3500	\$4,000
23 Traveling expenses	3500	4000	6000	2705	5000	\$4,000
24 Professional Meetings	6000	6000	7250	2918	6000	\$4,500
25 Freight and Express	150	150	250		200	\$200

5.3 Printing and Advertising

31 Advertising/Public. of Notices	300	400	1000	1595	1500	\$500
32 Printing,Besides Office Suppli	1000	1000	1000		500	\$1,000

5.4 Insurance

41 Official Bonds	500	600	1000	560	1000	\$800
42 Other Insurance	7000	7000	7000	5539	7000	\$9,000

5.5 Utility Services

51 Gas	5000	6000	7000	4197	7000	\$7,000
51 Electricity	13000	15000	18000	10938	18000	\$18,000
51 Water	200	500	500	503	500	\$600
51 Waste Disposal Services	200	400	500	353	500	\$688

5.6 Repairs and Maintenance

61 Buildings and Structures	7500	4500	4500	4969	7500	\$5,000
62 Equipment	1000	1000	1000	1237	1000	\$1,000

5.7 Rentals

71 Real Estate	1				1	
72 Equipment	399	400	1000	417	1000	\$1,000
Other						

91 Dues	750	750	800	670	800	\$900
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92 Interest on Temporary Loans	1				1	
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93 Taxes and Assessments	1				1	
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94 Transfer to LIRF	50000	50000	20000	20000	70000	\$25,000
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95 Lawn care	4500	7500	7000	5820	7000	\$5,400
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96 Petty cash	120	120	120		120	\$120
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97 Interviewing & Moving Expenses	250	250	500	8	250	\$250
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98 Maintenance contracts						\$21,600
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Total Other Services & Charge	112923	119070	102920	95989	156373	\$131,058	18.1
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4CAPITAL OUTLAYS

.1 Land	1		500	28000	1	
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.2 Building	1				1	
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.3 Improvements

.4 Furniture and Equipment	40000	20000	12000	6683	15000	\$15,000
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.5 Other Capital Outlays

51 Books	80000	95000	115000	82483	100000	\$105,000
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52 Periodicals and Newspapers	10000	15000	15500	15419	25300	\$27,000
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53 Nonprinted Materials	10000	15600	12500	15020	19500	\$22,000
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Total Capital Outlays	140002	145600	155500	147605	159802	\$169,000	23.3
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Fund Total	529890	556395	615515	556596	703933	\$724,511	
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AGENDA

JASPER COUNTY PUBLIC LIBRARY BOARD MEETING

Monday, July 15, 7:00 PM

Rensselaer Library

- I. Presentation of building plans by L O M.
- II. Groundbreaking ceremony dates ✓
- III. NILBA meeting, Wed., July 24
- IV. Asbestos at DeMotte
- V. September board meeting date
- VI. Signing of budget forms for advertisement

AUG.

AGENDA.....August 5, 1991
Monthly Meeting Rensselaer Library
Jasper County Public Library Board of Trustees
7:00 PM

1. Minutes
2. Bills/Financial reports
 - 3.1 Bills to be allowed/Paychecks
 - 3.2 Financial statements
3. Director's report
 - 3.1 Circulation
 - 3.2 Activities
4. Building project
 - 4.1 Director's update
 - 4.2 Architect's contract
 - 4.3 Resolution to reimburse Operating Fund from Construction Fund
5. 1992 Budget hearing
6. Wheatfield Business
7. DeMotte Business
8. Rensselaer Business
9. Adjournment

MINUTES.....JULY 1, 1991
Rensselaer Library Library Board Meeting
7:00 PM

Present: Miriam Lawyer, Wil Doty, Barbara Leestma, Wanda Stewart, Marge Hohner, Bob Souza, Lynn Daugherty, Bill Moriarty

Bill Moriarty reviewed the progress of the building project, noting that the Local Property Tax Control Board had approved the project at a hearing on Wednesday, June 26. This hearing was attended by board president, architect, attorney, bond counsel, financial consultants and director. Final written approval by the State Board of Tax Commissioners is expected soon. The Board concurred with Moriarty on a bid bond of 5% of the bid. On a motion by B. Leestma, seconded by W. Stewart, they voted unanimously to require a 110% performance bond.

The Board further decided to require that 10% of each payment made by the Library to a contractor would be withheld and put into an escrow account until the contractor had completed 50% of his work on the project. Each payment after 50% completion would be paid 100%. The escrow amount would be held until satisfactory completion of the contractor's portion of the building project. This decision was made on a motion by W. Doty, seconded by B. Leestma.

Minutes: The minutes of the April 24 executive session and the June 3 board meeting were approved on a motion by B. Souza, seconded by W. Doty.

Bills, Financial Statements: Bills, payroll and financial statements were approved on a motion by W. Doty, seconded by M. Hohner.

A motion to transfer \$70,000 from the Operating Fund to LIRF was made by W. Doty, seconded by W. Stewart and passed by the board.

On a motion by B. Souza, seconded by M. Hohner, the Board authorized the director to purchase a 30 day CD for \$100,000.

Director's Report: The Director noted the overall decrease in circulation at JCPL.

Building Project: After a discussion of further research into heating systems in other libraries and the merits of operable windows, the Board reaffirmed its decision of last month to accede to the architect's recommendation that non-operable windows be installed in both new libraries.

M. Lawyer, Board President, appointed W. Stewart, L. Daugherty, K. Rothenberger and herself to form a committee to accept construction bids on August 15. Other Board members were invited to participate in the meeting if they wish.

The Board recommended that an extra hose bibb be included on each side of each of the buildings to eliminate the need for stretching long hoses along the side of buildings. They decided not to include outdoor irrigation systems at the new libraries, but to hire extra help or add hours to janitors' hours to carry out watering tasks at the libraries.

They determined that signage on the new buildings should read:

RENSSELAER LIBRARY
Jasper County Public Libraries

DEMOTTE LIBRARY
Jasper County Public Libraries

The Board further determined that where blinds are needed, horizontal blinds will be used instead of vertical blinds.

Alternate bids for the Construction Project were listed and discussed. Board members will tell the Director their opinions as to the alternates which should be given top priority, so that a prioritized list can be used when awarding bids.

Lease Video Service: The Board voted, 5 to 1, to continue the lease video service, on a motion by B. Souza, seconded by W. Stewart. W. Doty opposed the action.

Wheatfield business: The Director announced that Stylecraft of Lowell would be awarded the job of putting gutters on the Wheatfield Library. The Board reaffirmed their no smoking policy at all three libraries, denying Alcoholics Anonymous permission to smoke in the Wheatfield meeting room.

Rensselaer Business: L. Daugherty reported that the roof of the library has now been coated and no further leaking has been reported.

DeMotte business: A need for more weeding was noted. The Board recommended that the libraries look into the possibility of using youth volunteers or persons wishing to work off fines to do this type of work. It was noted that at Wheatfield a need exists constantly for someone to gather stones out of the lawn and return them to their proper location around shrubs.

1992 Budget: L. Daugherty presented the budget worked out by herself and the Budget Committee, consisting of M. Hohner and W. Doty. This budget was approved for advertising, on a motion by W. Doty, seconded by B. Souza. It was decided that budget forms would be signed at the Board's July 15 meeting, advertised on July 25 and August 1, with the public hearing on August 5, and adoption of the budget on August 19. The Board adjourned at 9:50 PM.

EXECUTIVE SESSION: An executive session was held at 10:00 P.M. to discuss job performance of the Director. The meeting was adjourned at 10:30 PM.

Miriam Sawyer
Barbara Leasure

MINUTES.....July 15, 1991
Jasper County Public Library Board Meeting Rensselaer Library
7:00 PM

Present: Miriam Lawyer, Wil Doty, Barbara Leestma, Wanda Stewart, Marge Hohner, Mary Linda Casey, Bob Souza

Building plans were presented to the Board by Kim Rothenberger, architect, L O M Corporation. The Board approved the shingles, trim, and window colors recommended by the architect for the new buildings.

The possibility of water drainage problems at the DeMotte site was discussed. The Board asked the director to work with Bill Moriarty, board attorney, to apprise the Kankakee Valley School Corporation of the situation. It was suggested that the neighbors to the south of the library property might be contacted also, to tell them that while a problem exists, plans are being made to control the drainage so that their property is not impacted.

The asbestos recently found in floor tile in the main floor of the DeMotte Library was noted. The Director reported that Sear Corporation will handle removal when the time comes, at an estimated cost of \$6000.

The Board unanimously gave approval to L O M Corporation to bid the building project on a motion by B. Souza, seconded by W. Stewart.

Groundbreaking ceremonies will be planned for Saturday, September 21, at 11:00 A.M. at Rensselaer and 2:00 P.M. at DeMotte. A representative of L O M Corporation will be present at that time also. B. Leestma and B. Souza were appointed to work with the Director on plans for the ceremonies.

The Director was asked to provide an identification card for library employees and board which would help them receive "government employee discounts" offered by various businesses.

The September board meeting was scheduled for Tuesday evening, September 3.

Miriam Lawyer
Barbara Leestma

FINANCIAL STATEMENT
JASPER COUNTY PUBLIC LIBRARY

AUGUST 5, 1991

	Beginning Balance	Receipts	Disbursements	Ending Balance
Operating Fund	121435.45	6064.66	90560.15	36939.96
Gift Funds				
DeMotte	3595.44	0.00	42.03	3553.41
Rensselaer	1500.14	745.81	454.83	1791.12
Wheatfield	834.48	0.00	41.12	793.36
Bond and Interest Funds				
DeMotte	0.00	0.00	0.00	0.00
Wheatfield	20049.11	750.00	1600.00	19199.11
LIRF Fund	22971.50	70000.00	73921.77	19049.73
Prty Cash Funds				
DeMotte	30.00	0.00	0.00	30.00
Rensselaer	60.00	0.00	0.00	60.00
Wheatfield	30.00	0.00	0.00	30.00
Reciprocal Borrowing Fund	342.00	0.00	0.00	342.00
Levy Excess Fund	0.00	0.00	0.00	0.00
P.E.R.F.	2040.94	0.00	1380.20	660.74
Reserve for Insurance	198.03	0.00	-169.36	367.39
 TOTAL ALL FUNDS	 173087.09	 77560.47	 167830.74	 82816.82

APPROPRIATION REPORT
----- JASPER COUNTY PUBLIC LIBRARY -----

05 AUG 91

OPERATING FUND # DESCRIPTION	ANNUAL APPROPRIATION	CHANGE TO APPROPRIATION	CURRENT APPROPRIATION	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	APPROPRIATION BALANCE	% SPENT Y-T-D
1.11 SALARY OF LIBRARIAN	33920.00	.00	33920.00	2826.68	19786.76	14133.24	58%
1.12 SALARY OF ASSISTANTS	266765.00	.00	266765.00	21676.28	152527.21	114237.79	57%
1.13 WAGES OF JANITORS	15520.00	.00	15520.00	704.18	6459.65	9060.35	42%
1.21 EMPLOYER'S SHARE-FICA	24172.00	.00	24172.00	1928.33	13676.31	10495.69	57%
1.22 UNEMPLOYMENT COMPENSATION	2000.00	.00	2000.00	291.44	1595.69	404.31	80%
1.23 EMPLOYER'S CONTRIBUTION - PERF	16931.00	.00	16931.00	4592.12	13221.66	3709.34	78%
1.24 EMPLOYER'S CONTRIBUTION - INS.	6000.00	.00	6000.00	.00	600.00	5400.00	10%
1.31 OTHER PERSONAL SERVICES	2000.00	.00	2000.00	.00	.00	2000.00	0%
2.11 OFFICIAL RECORDS	1000.00	.00	1000.00	9.94	497.24	502.76	50%
2.12 STATIONERY AND PRINTING	900.00	.00	900.00	.00	309.00	591.00	34%
2.13 OTHER OFFICE SUPPLIES	3250.00	.00	3250.00	266.20	1226.33	2023.67	38%
2.21 CLEANING & SANITATION SUPPLIES	3900.00	.00	3900.00	423.89	1521.30	2378.70	39%
2.22 FUEL, OIL & LUBRICANTS	100.00	.00	100.00	.00	4.40	95.60	4%
2.23 OTHER OPERATING SUPPLIES	100.00	.00	100.00	.00	.00	100.00	0%
2.31 BUILDING MATERIALS & SUPPLIES	750.00	.00	750.00	.00	90.69	659.31	12%
2.32 PAINT AND PAINTING SUPPLIES	200.00	.00	200.00	.00	5.69	194.31	3%
2.33 REPAIR PARTS	250.00	.00	250.00	.00	317.90	-67.90	127%
2.41 LIBRARY SUPPLIES	8000.00	.00	8000.00	617.94	4468.11	3531.89	56%
2.42 OTHER SUPPLIES	2000.00	.00	2000.00	421.20	959.17	1040.83	48%
3.11 CONSULTING SERVICES	1000.00	.00	1000.00	1325.00	1790.00	-790.00	179%
3.12 ENGINEERING & ARCH. SERVICES	1000.00	.00	1000.00	43400.00	128806.75	-127806.75	12881%
3.13 LEGAL SERVICES	1500.00	.00	1500.00	.00	.00	1500.00	0%
3.14 OTHER PROFESSIONAL SERVICES	5500.00	.00	5500.00	3524.38	9928.20	-4428.20	181%
3.1 TELEPHONE	9000.00	.00	9000.00	502.01	3926.79	5073.21	44%
3.22 POSTAGE	3500.00	.00	3500.00	240.00	1776.69	1723.31	51%
3.23 TRAVELING EXPENSE	5000.00	.00	5000.00	241.75	1866.60	3133.40	37%
3.24 PROFESSIONAL MEETINGS	6000.00	.00	6000.00	169.75	1940.15	4059.85	32%
3.25 FREIGHT	200.00	.00	200.00	.00	.00	200.00	0%
3.31 ADVERTISING & PUBLIC NOTICES	1500.00	.00	1500.00	183.72	536.15	963.85	36%
3.32 OTHER PRINTING	500.00	.00	500.00	.00	.00	500.00	0%
3.41 OFFICIAL BONDS	1000.00	.00	1000.00	.00	250.00	750.00	25%
3.42 OTHER INSURANCE	7000.00	.00	7000.00	.00	5531.80	1468.20	79%
3.51 GAS	7000.00	.00	7000.00	35.76	2394.55	4605.45	34%
3.52 ELECTRICITY	18000.00	.00	18000.00	1695.10	7471.03	10528.97	42%
3.53 WATER	500.00	.00	500.00	127.47	410.47	89.53	82%
3.54 WASTE DISPOSAL SERVICES	500.00	.00	500.00	105.94	283.62	216.38	57%
3.61 BUILDING & STRUCTURES	7500.00	.00	7500.00	302.90	4514.64	2985.36	60%
3.62 EQUIPMENT	1000.00	.00	1000.00	100.00	808.40	191.60	81%
3.71 REAL ESTATE	1.00	.00	1.00	.00	.00	1.00	0%
3.72 EQUIPMENT	1000.00	.00	1000.00	24.90	244.80	755.20	24%
3.91 DUES	800.00	.00	800.00	.00	898.15	-98.15	112%
3.92 INTEREST ON TEMPORARY LOANS	1.00	.00	1.00	.00	.00	1.00	0%
3.93 TAXES & ASSESSMENTS	1.00	.00	1.00	.00	40.74	-39.74	4074%
3.94 TRANSFER TO LRF	70000.00	.00	70000.00	70000.00	70000.00	.00	100%
3.95 LAWN CARE & MAINTENANCE CONT.	7000.00	.00	7000.00	2118.62	5943.85	1056.15	85%
3.96 PETTY CASH	120.00	.00	120.00	.00	.00	120.00	0%
3.97 INTERVIEWING & MOVING EXP.	250.00	.00	250.00	.00	.00	250.00	0%
4.1 LAND	1.00	.00	1.00	-73921.77	.00	1.00	0%
4.2 BUILDINGS	1.00	.00	1.00	.00	.00	1.00	0%
4.3 IMPROVEMENTS OTHER THAN BUILD.	.00	.00	.00	.00	1000.00	-1000.00	1000%
4.4 FURNITURE & EQUIPMENT	15000.00	.00	15000.00	689.33	3753.91	11246.09	25%
4.51 BOOKS	100000.00	.00	100000.00	3789.81	39002.75	60997.25	39%
4.52 PERIODICALS & NEWSPAPERS	25300.00	.00	25300.00	281.70	12841.02	12458.98	51%
4.53 NONPRINTED MATERIALS	19500.00	.00	19500.00	1844.76	7633.14	11866.86	39%
4.61 BOOKS ENCUMBERED	7354.30	.00	7354.30	20.82	4441.33	2912.97	60%
-TOTAL-	711287.30	.00	711287.30	90560.15	535302.64	175984.66	75%

RECEIPT BREAKDOWN FOR
AUGUST 5, 1991

FINES and FEES.....		1534.58
DeMotte	625.08	
Rensselaer	565.98	
Wheatfield	343.52	
PHOTOCOPIES.....		623.16
DeMotte	282.30	
Rensselaer	257.41	
Wheatfield	83.45	
CARDS.....		19.00
DeMotte	2.50	
Rensselaer	13.50	
Wheatfield	3.00	
INTEREST.....		795.78
GIFT FUNDS.....		745.81
DeMotte	0.00	
Rensselaer	745.81	
Wheatfield	0.00	
STATE DISTRIBUTION FOR 1991.....		2857.09
WHEATFIELD LIONS CLUB -- use of old building.....		171.15
REFUNDS.....		63.90
build. & contents insur.	36.00	
NILBA dinners	27.90	
VOID CHECK #0009652.....		750.00
TRANSFER TO LIRF FUND.....		70000.00
TOTAL AMOUNT OF RECEIPTS.....		77560.47

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
0010124	03947	STATE BUILDING COMMISSIONER	711.25	15 JUL 91	LICENSE & PERMIT FOR BUILDIN
0010125	03948	STATE BUILDING COMMISSIONER	100.00	15 JUL 91	LICENSE & PERMIT FOR BUILDIN
0010126	03949	STATE BUILDING COMMISSIONER	680.63	15 JUL 91	LICENSE & PERMIT FOR BUILDIN
001459	3917	PAULA L. BAUGH	290.16	15 JUL 91	PAYROLL
001460	3920	SHANNON BAUNACH	76.45	15 JUL 91	PAYROLL
001461	3900	JULIE BRAY	572.01	15 JUL 91	PAYROLL
001462	3909	GLENDA BROWN	419.73	15 JUL 91	PAYROLL
001463	3926	MELISSA BUITER	115.65	15 JUL 91	PAYROLL
001464	3915	RENEE CARR	186.91	15 JUL 91	PAYROLL
001465	3913	MARK CASSELLO	220.95	15 JUL 91	PAYROLL
001466	3912	LYNN DAUGHERTY	974.71	15 JUL 91	PAYROLL
001467	3901	CHARLOTTE FAGEN	483.34	15 JUL 91	PAYROLL
001468	3922	PAMELA FERBER	644.78	15 JUL 91	PAYROLL
001469	3924	CYNTHIA FISHBURN	74.49	15 JUL 91	PAYROLL
001470	3923	KIMBERLY GARWOOD	679.27	15 JUL 91	PAYROLL
001471	3918	ROSE E. HOWARD	279.05	15 JUL 91	PAYROLL
001472	3919	KRISTIN JOHNSON	72.95	15 JUL 91	PAYROLL
001473	3905	JOAN KOPANDA	279.28	15 JUL 91	PAYROLL
001474	03899	MARY K. MARTIN	752.00	15 JUL 91	PAYROLL
001475	3914	ERICA MURRAY	57.98	15 JUL 91	PAYROLL
001476	3907	KATHLEEN PADGITT	338.78	15 JUL 91	PAYROLL
001477	3908	BONNIE POWELL	279.74	15 JUL 91	PAYROLL
001478	3902	SHARON SCHULENBERG	423.42	15 JUL 91	PAYROLL
001479	3910	EILEEN SPURGEON	82.19	15 JUL 91	PAYROLL
001480	3925	MELINDA SUHR	90.02	15 JUL 91	PAYROLL
001481	3921	NICOLE SYKES	86.90	15 JUL 91	PAYROLL
001482	3903	JILL TACHTIRIS	417.53	15 JUL 91	PAYROLL
001483	3911	ELIZABETH THONE	120.25	15 JUL 91	PAYROLL
001484	3916	AMBER WARRAN	351.04	15 JUL 91	PAYROLL
001485	3906	DIANE WIERS	353.55	15 JUL 91	PAYROLL
001486	3904	CHERYL WITTY	456.45	15 JUL 91	PAYROLL
001487	3969	PAULA L. BAUGH	290.16	31 JUL 91	PAYROLL
001488	3972	SHANNON BAUNACH	143.54	31 JUL 91	PAYROLL
001489	3952	JULIE BRAY	572.01	31 JUL 91	PAYROLL
001490	3961	GLENDA BROWN	419.73	31 JUL 91	PAYROLL
001491	3978	MELISSA BUITER	118.74	31 JUL 91	PAYROLL
001492	3967	RENEE CARR	186.91	31 JUL 91	PAYROLL
001493	3965	MARK CASSELLO	210.47	31 JUL 91	PAYROLL
001494	3964	LYNN DAUGHERTY	974.71	31 JUL 91	PAYROLL
001495	3953	CHARLOTTE FAGEN	483.34	31 JUL 91	PAYROLL
001496	3974	PAMELA FERBER	644.78	31 JUL 91	PAYROLL
001497	3976	CYNTHIA FISHBURN	86.90	31 JUL 91	PAYROLL
001498	3975	KIMBERLY GARWOOD	679.27	31 JUL 91	PAYROLL
001499	3970	ROSE E. HOWARD	279.05	31 JUL 91	PAYROLL
001500	3971	KRISTIN JOHNSON	71.42	31 JUL 91	PAYROLL
001501	3957	JOAN KOPANDA	279.28	31 JUL 91	PAYROLL
001502	03951	MARY K. MARTIN	752.00	31 JUL 91	PAYROLL
001503	3966	ERICA MURRAY	67.39	31 JUL 91	PAYROLL

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RENSSELAER, IN 47978

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
001504	3959	KATHLEEN PADGITT	338.78	31 JUL 91	PAYROLL
001505	3960	BONNIE POWELL	279.74	31 JUL 91	PAYROLL
001506	3954	SHARON SCHULENBERG	423.42	31 JUL 91	PAYROLL
001507	3962	EILEEN SPURGEON	98.63	31 JUL 91	PAYROLL
001508	3977	MELINDA SUHR	43.51	31 JUL 91	PAYROLL
001509	3973	NICOLE SYKES	71.42	31 JUL 91	PAYROLL
001510	3955	JILL TACHIRIS	417.53	31 JUL 91	PAYROLL
001511	3963	ELIZABETH THONE	124.16	31 JUL 91	PAYROLL
001512	3968	AMBER WARRAN	351.04	31 JUL 91	PAYROLL
001513	3958	DIANE WIERS	353.55	31 JUL 91	PAYROLL
001514	3956	CHERYL WITTY	456.45	31 JUL 91	PAYROLL
010112	3927	BANK ONE	3352.35	15 JUL 91	FICA & FED TAX WITHHELD 15 J
010113	03929	INDIANA DEFERRED COMPENSATIO	72.50	15 JUL 91	WITHHELD FROM 15 JUL 91 PAYR
010114	03930	NIPSCO	457.20	15 JUL 91	DEMOTTE UTILITIES
010115	03931	NIPSCO	504.43	15 JUL 91	WHEATFIELD UTILITIES
010116	03932	NORTHWESTERN INDIANA TELEPHO	76.88	15 JUL 91	DEMOTTE TELEPHONE
010117	03933	TOWN OF DEMOTTE	15.60	15 JUL 91	DEMOTTE SEWER SERVICE
010118	03934	UNITED TELEPHONE COMPANY	289.16	15 JUL 91	RENSSELAER TELEPHONE
010119	03935	CIALSA	45.00	15 JUL 91	REGISTRATION FOR JULY 24 WOR
010120	03936	INCOLSA	45.00	15 JUL 91	REGISTRATION FOR JULY 29 WOR
010121	03937	INCOLSA	10.00	15 JUL 91	REGISTRATION FOR AUG 1 & 2 W
010122	03938	INDIANA DEPT. OF EMPLOYMENT	291.44	15 JUL 91	2ND QUARTER PAYMENT
010123	03939	PUBLIC EMPLOYEES' RETIREMENT	6633.06	15 JUL 91	2ND QUARTER PAYMENT
010127	03950	MILAN'S	69.75	18 JUL 91	NILBA MEETING RESERVATIONS
010128	3979	BANK ONE	3355.93	31 JUL 91	FICA & FED TAX WITHHELD 31 J
010129	03980	INDIANA DEFERRED COMPENSATIO	72.50	31 JUL 91	WITHHELD FROM 31 JUL 91 PAYR
010130	03981	INDIANA DEPARTMENT OF REVENU	1054.58	31 JUL 91	STATE & COUNTY TAX WITHHELD
010131	03982	AT&T	7.62	31 JUL 91	DEMOTTE TELEPHONE
010132	03983	CITY OF RENSSELAER	479.44	31 JUL 91	RENSSELAER UTILITIES
010133	03984	UNITED TELEPHONE COMPANY	128.35	31 JUL 91	WHEATFIELD TELEPHONE
010134	03985	A.E. BOYCE CO., INC.	9.94	05 AUG 91	BUDGET FORMS
010135	03986	ACE HARDWARE	18.14	05 AUG 91	JANITORIAL SUPPLIES -- DEMOT
010136	03987	AMERICAN LIBRARY ASSOCIATION	5.07	05 AUG 91	PAMPHLET FOR TRUSTEES
010137	03988	APOLLO ENGINEERING, INC.	393.80	05 AUG 91	FLORESCENT LIGHTS -- RENSSSEL
010138	03989	ASSOCIATED LIBRARIES, INC.	144.53	05 AUG 91	BOOKS
010139	03990	AUSTIN BOOK SALES	274.71	05 AUG 91	BOOKS
010140	03991	BAKER & TAYLOR	211.31	05 AUG 91	BOOKS
010141	03992	BAKER & TAYLOR	1441.84	05 AUG 91	BOOKS
010142	03993	BAKER & TAYLOR	621.00	05 AUG 91	LEASE BOOKS
010143	03994	BANK ONE, INDIANAPOLIS, NA	1600.00	05 AUG 91	ANNUAL REGISTRAR & PAYING AG
010144	03995	BRODART CO.	559.84	05 AUG 91	SYSDAC TAPE & RIBBONS
010145	03996	CHARLOTTE FAGEN	53.51	05 AUG 91	MILEAGE & PARTY SUPPLIES
010146	03997	CLEAN AS A WHISTLE	500.00	05 AUG 91	CLEANING SERVICE AT RENSSELA
010147	03998	CONSTRUCTION PACKAGE SYSTEMS	18.00	05 AUG 91	REPAIR LOCKS -- RENSSELAER
010148	03999	CONSTRUCTIVE PLAYTHINGS	407.32	05 AUG 91	TOY LIBRARY ITEMS
010149	04000	CUSTOM LAWN CARE	160.00	05 AUG 91	MOWING AT RENSSELAER
010150	04001	CENTRAL STATES SALES CORPORA	22.98	05 AUG 91	PROJECTOR LAMPS
010151	04002	DAN BROCK ENTERPRISES	35.00	05 AUG 91	MAGIC SHOW AT SUMMER READING

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
010152	04003	DAVIDSON TITLES INC.	20.82	05 AUG 91	BOOKS
010153	04004	DEMCO	86.39	05 AUG 91	PROCESS. & LIBRARY SUP. & EQ
010154	04005	DEMOTTE OFFICE SUPPLY	19.44	05 AUG 91	OFFICE & SUMMER READING SUPP
010155	04006	DEYOUNG PLUMB, HTG, & AIR CO	45.00	05 AUG 91	AIR CONDITIONER SERVICE--REN
010156	04007	DICK JOLINK	100.00	05 AUG 91	LAWN CARE -- DEMOTTE
010157	04008	EDUCATORS PROGRESS SERVICE,	68.40	05 AUG 91	BOOKS
010158	04009	FELICIA WARRAN	65.00	05 AUG 91	CLEANING AT DEMOTTE & WHEATF
010159	04010	GALE RESEARCH INC.	59.29	05 AUG 91	BOOKS
010160	04011	GAYLORD BROS.	46.70	05 AUG 91	VIDEO CASSETTE REWINDER -- D
010161	04012	HARVEY'S	28.22	05 AUG 91	LIBRARY & JANIT. SUP. & EQUI
010162	04013	HERITAGE OFFICE PRODUCTS, IN	2725.61	05 AUG 91	OFF.SUP,FURN,COP.PAPER,SER.C
010163	04014	INDIANA ARTS COMMISSION	44.00	05 AUG 91	REIMBURSEMENT OF PARTIAL GRA
010164	04015	INDIANA UNIVERSITY	45.00	05 AUG 91	BOOKS
010165	04016	INDIANAPOLIS NEWSPAPERS INC.	109.00	05 AUG 91	SUBSCRIPTION -- DEMOTTE
010166	04017	INGRAM	1743.40	05 AUG 91	VIDEOCASSETTES
010167	04018	JILL TACHTIRIS	55.00	05 AUG 91	MILEAGE
010168	04019	JOYCE LANE	50.00	05 AUG 91	BOOKS
010169	04020	JULIE BRAY	14.51	05 AUG 91	MILEAGE & SUMMER READING SUP
010170	04021	LAURIE VANSCHOuwen	6.12	05 AUG 91	SUMMER READING CLOWN PROGRAM
010171	04022	LYNN DAUGHERTY	87.25	05 AUG 91	MILEAGE
010172	04023	MARGE HOHNER	13.00	05 AUG 91	MILEAGE
010173	04024	MATHIS PUMP REPAIR & TRENCHI	284.90	05 AUG 91	PLUMBING REPAIRS AT DEMOTTE
010174	04025	MARY K. MARTIN	45.50	05 AUG 91	MILEAGE
010175	04026	MOOLENAAR & HUGHES	40.00	05 AUG 91	LAWN CARE -- DEMOTTE
010176	04027	NATIONAL AUTOMOBILE DEALERS	79.00	05 AUG 91	SUBSCRIPTION -- DEMOTTE & WH
010177	04028	NIPSCO	497.20	05 AUG 91	DEMOTTE UTILITIES
010178	04029	DOMS DISPOSAL SERVICE INC.	13.20	05 AUG 91	TRASH PICK-UP--DEMOTTE
010179	04030	POSTMASTER GENERAL	240.00	05 AUG 91	POSTAGE STAMPS
010180	04031	POST TRIBUNE	135.20	05 AUG 91	SUBSCRIPTION -- WHEATFIELD
010181	04032	QUILL	237.58	05 AUG 91	OFFICE SUPPLIES & EQUIPMENT
010182	04033	RENSSELAER REPUBLICAN	111.02	05 AUG 91	ADVERTISEMENT & SUBSCRIPTION
010183	04034	RMG CONSULTANTS, INC.	1325.00	05 AUG 91	PAYMENT FOR AUTOMATION PROJE
010184	04035	SAGAMORE COUNCIL BSA	225.60	05 AUG 91	BOOKS
010185	04036	SEAR CORPORATION	1000.00	05 AUG 91	ASBESTOS TESTING -- DEMOTTE
010186	04037	SECURITY COURIERS, INC.	467.50	05 AUG 91	TRANSPORT BETWEEN BRANCHES
010187	04038	SELECTVIDEO	101.36	05 AUG 91	VIDEOCASSETTES
010188	04039	SIMON & SCHUSTER SCHOOL GROU	606.86	05 AUG 91	BOOKS
010189	04040	TEETERS CULLIGAN	35.30	05 AUG 91	COOLER RENTAL & WATER
010190	04042	THE L.O.M. CORPORATION	43400.00	05 AUG 91	ARCHITECTURAL SERVICES
010191	04043	THE TIMES	31.20	05 AUG 91	SUBSCRIPTION -- DEMOTTE
010192	04044	TREASURER OF THE STATE OF IN	20.00	05 AUG 91	BOOKS
010193	04045	UNITED TELEPHONE COMPANY	175.00	05 AUG 91	TELEPHONES & REPAIR -- RENSS
ADJ. ENTR	03940	JASPER COUNTY PUBLIC LIBRARY	70000.00	18 JUL 91	TRANSFER MONEY TO LIRF FUND
COR. ENTR	03941	HERBERT H. & LUANNE N. ARIHO	-70000.00	18 JUL 91	VOUCHER # 3662 TAKEN FROM IN
COR. ENTR	03942	HERBERT H. & LUANNE N. ARIHO	70000.00	18 JUL 91	TO CORRECT VOUCHER # 3662 07
COR. ENTR	03943	SYLVAN & BERNICE HUBERS	-2500.00	18 JUL 91	VOUCHER # 3664 TAKEN FROM IN
COR. ENTR	03944	SYLVAN & BERNICE HUBERS	2500.00	18 JUL 91	TO CORRECT VOUCHER # 3664 07
COR. ENTR	03945	HERBERT H. & LUANNE N. ARIHO	-1421.77	18 JUL 91	VOUCHER # 3734 TAKEN FROM IN

CHECK REGISTER

----- JASPER COUNTY PUBLIC LIBRARY -----

301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

05 AUG 91

PAGE 4

Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
COR. ENTR	03946	HERBERT H. & LUANNE N. ARIHO	1421.77	18 JUL 91	TO CORRECT VOUCHER # 3734 03

--TOTAL AMOUNT OF CLAIMS-- 167830.74

ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 4 pages, and except for claims not allowed as shown on the Register, such claims are hereby allowed in the total amount of 167830.74. Dated 05 AUG 91.

{-----BANK BALANCES-----}

DATE {05 AUG 91}

A1 {BANK ONE CHECKING	}	B1 {	37927.93}
A2 {CERTIFICATE OF DEPOSIT #1	}	B2 {	.00}
A3 {CERTIFICATE OF DEPOSIT #2	}	B3 {	.00}
A4 {FIRST OF AMERICA	}	B4 {	11855.66}
A5 {DEMOTTE STATE BANK	}	B5 {	12653.02}
A6 {INDIANA FEDERAL	}	B6 {	17799.05}
A7 {LAFAYETTE NATIONAL BANK	}	B7 {	2581.16}
A8 {	}	B8 {	.00}
A9 {	}	B9 {	.00}
-----		-----	
TOTAL		B10{	82816.82}

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT
JULY 1991

	RENSSELAER	DEMOTTE	WHEATFIELD	TOTAL
--	------------	---------	------------	-------

REGISTRATIONS

Borrowers--Beginning of month:				13291
Resident	19	68	10	97
Non-resident				0
Expired cards	62	82	44	188
Non-regis., expired				0
Total Registered				13200

REFERENCE QUESTIONS

Telephone				
Directional	193	83	101	377
Reference	146	157	96	399
In-person				
Directional	181	145	123	449
Reference	277	340	89	706
Total	797	725	409	1931

NTRALIB.LOAN ITEMS FILLED	74	60	70	204
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LOCAL HISTORY

In person	21
Microfilms used	4
Letters	

IN-HOUSE USE OF HARDWARE/SOFTWARE

Computer agreements	88	167
Software used	125	267
VCR Use		
Microforms	5	
Other		

XX

INTERLIBRARY LOANS(SYSTEM)

Requests made for:	86	86	4
Items rec'd for:	70	69	4
Items outstanding:	16	17	0
Items from Ind. libs.	58	59	3

Items requested by other libraries	0
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Items supplied to other libraries	0
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Info requests answered for other libs	1
---------------------------------------	---

Info requests sent	0
--------------------	---

DEMOTTE

WHEATFIELD

[illegible]

Fiction	30	30	399	398	1862	32	32			1488	17	17	10	9	861
Non-Fiction	69	64	74	39	1058	20	20	1	1	1108	16	14	21	15	519

Fiction	8	8	452	452	2205	7	7	9	9	2586	13	13	14	14	1127
Non-fiction	36	18	37	19	728	4	4	63	54	498	5	5	102	100	219

AGAZINES	419	2	2	639	301
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GRAPHIC MATERIAL 49

ICROFORMS

[illegible]

Increase	5%	9%	9%
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ND OF MONTH:	RENSSELAER	DEMOTTE	WHEATFIELD	TOTAL
--------------	------------	---------	------------	-------

TOTAL MATERIALS	29342	21813	16793	67948
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TOTAL TITLES	31504	20509	15179	67192
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MONTHLY SYSTEM STATISTICS	1990	1991
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Daily Average

er .aer	day	315
eMotte	day	276
heatfield	day	145

TOTAL COLLECTION--RENSSELAER

END OF MONTH

V O L U M E	T I T L E
----------------------------	-----------------------

X

X

X

X

X

x

✕

X

JASPER COUNTY PUBLIC LIBRARY PROGRAMS

July 1991	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Children's Programs (0-13)	8	6	4	18
Number attending	313	104	92	509
YA Programs (14-17)				0
Number attending				0
Adult Programs		1		1
Number attending		18		18
Senior Citizen Programs				0
Number attending				0
TOTAL NUMBER OF PROGRAMS	8	7	4	19
TOTAL PERSONS ATTENDING	313	122	92	527

Re: I.D. Cards for staff and trustees
Date: August 5, 1991

We can find no I.D. cards in office supply catalogs. We can, however, get an I.D. card the size of a normal business card through Campbell Printing for \$22.00 per 500.

It could say something like the following:

_____ is a public employee/board member of
the Jasper County Public Library. The Library is a
municipal corporation of Jasper County, Indiana.
Date _____

We could use our library seal on each card to make them official.

AGENDA.....August 19, 1991
Special Meeting Rensselaer Library
Jasper County Public Library Board of Trustees
7:00 PM

1. Architect's recommendations on building contractors
2. Awarding of contracts
3. MFLA meeting
4. LaPorte building dedication
5. Adjournment

SEPT.

AGENDA.....September 3, 1991
Monthly Meeting Rensselaer Library
Jasper County Public Library Board of Trustees
7:00 PM

1. Framed art donation
2. Minutes
3. Bills/Financial reports
 - 3.1 Bills to be allowed/Paychecks
 - 3.2 Financial statements
4. Director's report
 - 4.1 Circulation
 - 4.2 Activities
5. Building project
 - 5.1 Director's update
 - 5.2 Groundbreaking Ceremony plans
 - 5.3 Construction contracts
6. Adoption of 1992 Budget
7. Automation update: Mary Martin
8. Wheatfield Business
9. DeMotte Business
10. Rensselaer Business
11. Adjournment
12. INFOTRAC introduction

MINUTES.....AUGUST 5, 1991
Rensselaer Library Library Board Meeting
7:00 PM

Present: Miriam Lawyer, Wil Doty, Barbara Leestma, Wanda Stewart, Marge Hohner, Mary Linda Casey, Bob Souza, Lynn Daugherty

Minutes: The minutes of the July 1 and July 15 board meetings were approved on a motion by W. Doty, seconded by W. Stewart.

Bills, Financial Statements: Bills, payroll and financial statements were approved on a motion by W. Doty, seconded by W. Stewart.

Director's Report: The Director noted the increase in circulation at all three libraries for the month. A discussion followed concerning a new monthly programming report. The Board expressed a concern that children's programming at Rensselaer reaches so few children in comparison to the size of community served by the library.

Building Project: The director reported that written approval from the State Board of Tax Commissioners has been received for the bond issue and the additional appropriations. She listed some of the changes in the specifications which the library staff has requested the architect to make. It was noted that the Board President has not been receiving copies of all correspondence coming from the L O M office as had been specified. Various concerns about details of the project were expressed by the Board. The Director will discuss these with the architect.

Employee/trustee I.D. cards: The Board asked the Director to provide I.D. cards the approximate size of a Drivers License for use in obtaining government discounts for personnel.

Architect's contract: The contracts between the Library and L O M Corporation, architect for the DeMotte and Rensselaer building projects, were approved on a motion by W. Doty, seconded by B. Leestma.

Arbitrage resolution: Approval was given of a no-arbitrage resolution (appended) which will allow the Library to reimburse the operating fund from the Construction Fund for monies spent on the Building Project, following a motion by M.L. Casey, seconded by W. Stewart.

Budget: A motion to readvertise the budget, using a lower assessed valuation figure and thus higher tax rates, was approved on a motion by W. Doty, seconded by M. Hohner. The Budget Hearing will be held on Monday, August 26, at 4:30 P.M. at the Rensselaer Library. The budget will be adopted at the September 3 meeting of the Board.

Wheatfield business: New gutters have been installed. Completion of downspout system will be forthcoming.

DeMotte business: The Board gave the Director approval to store basement materials wherever they would be safest. Concern about molds was expressed. They also gave approval to the sale of items in the DeMotte basement which will not be reused in the new building as long as no items are worth more than \$500. Items worth more than \$500 must be advertised twice before being sold.

There being no Rensselaer business, the meeting was adjourned by
consensus at 8:45 PM on a motion by B. Souza.

Miriam Souza
Barbara Souza

MINUTES.....AUGUST 19, 1991
Rensselaer Library Library Board Meeting
7:00 PM

Present: Miriam Lawyer, Barbara Leestma, Wanda Stewart, Marge Hohner,
Bob Souza

Concerned by the bids which totalled \$311,000 or more above cost estimates, K. Rothenberger, LOM architect, noted factors found to have been the causes:

1. Union wage scale established for northwest Indiana was 10%-15% higher than one for central Indiana. LOM estimators did not take this into consideration.
2. Additional parking lot at DeMotte was not a part of original estimate
3. Investigations taking place after original estimates were made resulted in plans to replace the existing DeMotte roof and remove Rensselaer school foundation walls. Extra cost is involved.

K. Rothenberger then recommended that the Board award the general construction contract to Ira C. Mast & Son, Inc., on the condition that the company submit for the architect's approval a complete list of suppliers and subcontractors. The Board unanimously approved the architect's recommendation, on a motion by B. Souza, seconded by W. Stewart, with the further stipulation that awarding of the contract is contingent on the sale and closing on the bonds.

The Board further resolved to accept the recommendation of the architect to award the contract for mechanical work to Circle R Mechanical on a motion by B. Souza, seconded by B. Leestma.

The Board awarded the contract for electrical work to Circle R Electrical following a motion by B. Souza, seconded by M. Hohner.

On the architect's recommendation and a motion by B. Leestma, seconded by B. Souza, the Board resolved to award the Library Equipment contract to Robbins-Loman Group.

The Board directed the architect to write previously proposed alternates into the contract so that they may be incorporated into the building project if funds are available.

The meeting was adjourned at 8:15 PM on a motion by B. Souza, seconded by B. Leestma.

Miriam Lawyer
Barbara Leestma

FINANCIAL STATEMENT
JASPER COUNTY PUBLIC LIBRARY

SEPTEMBER 6, 1991

	Beginning Balance	Receipts	Disbursements	Ending Balance
Operating Fund	36939.96	186439.13	79095.56	144283.53
Gift Funds				
DeMotte	3553.41	556.77	17.73	4092.45
Rensselaer	1791.12	187.60	0.00	1978.72
Wheatfield	793.36	0.00	0.00	793.36
Bond and Interest Funds				
Rensselaer & DeMotte	0.00	25040.06	0.00	25040.06
Wheatfield	19199.11	0.00	0.00	19199.11
IRF Fund	19049.73	0.00	0.00	19049.73
Cash Funds				
DeMotte	30.00	0.00	0.00	30.00
Rensselaer	60.00	0.00	0.00	60.00
Wheatfield	30.00	0.00	0.00	30.00
Reciprocal Borrowing Fund	342.00	0.00	342.00	0.00
Levy Excess Fund	0.00	0.00	0.00	0.00
Construction Fund	0.00	3900000.00	183803.33	3716196.67
E.R.F.	660.74	0.00	-660.74	1321.48
Reserve for Insurance	367.39	0.00	-169.36	536.75
TOTAL ALL FUNDS	82816.82	4112223.56	262428.52	3932611.86

August 19, 1991

89.122.1/89.122.2 D-3

**BID RECOMMENDATIONS FOR
RENSSELAER PUBLIC LIBRARY
ADDITION/RENOVATION OF DEMOTTE PUBLIC LIBRARY**

GENERAL CONSTRUCTION (Ira C. Mast & Son, Inc.)

Base Bid \$ 1,995,000.00

Contract Amount \$ 1,995,000.00

MECHANICAL CONSTRUCTION (Circle "R" Mechanical)

Base Bid \$ 664,800.00

Contract Amount \$ 664,800.00

ELECTRICAL CONSTRUCTION (Circle "R" Electrical)

Base Bid \$ 283,900.00

Contract Amount \$ 283,900.00

LIBRARY EQUIPMENT (Robbins -Loman Group)

Base Bid \$ 141,693.00

Contract Amount \$ 141,693.00

PROJECT TOTAL \$ 3,085,393.00

Respectfully Submitted,

THE L O M CORPORATION

By: 
Donald K. Rothenberger

Attachment

cc: Jasper County Public Library Board
Mrs. Miriam Lawyer
Mrs. Lynn Daugherty
Circle Design Group
DKR/TGF/File

DKR/mc

**The
L O M
Corporation**
Indianapolis/Cincinnati

Architects
Planners
Interior Designers

Jasper County Public Libraries					Bid Tab: General Construction			89.122.1 D-3
Rensselaer Public Library					Bid Date: August 15, 1991, 7:00PM			89.122.2 D-3
DeMotte Public Library Addition & Renovation								Page 1 of 4
Bid Item:	H.G. Christman Construction Co.	Gough, Inc.	Hamstra Builders Inc.	Larson- Danielson Const. Co. Inc.	Ira C. Mast & Son Inc.	Mid-States Gen. & Mech. Contracting		
FORM 96 & ATTACHMENT	Included	Included	Included	Included	Included	Included		
FINANCIAL STATEMENT	Included	Included	Included	Included	Included	Included		
BID SECURITY	Included	Included	Included	Included	Included	Included		
ADDENDA 1-5	Included	Included	Included	Included	Included	Included		
BASE BID	\$2,464,000.00	\$3,067,000.00	\$2,116,875.00	\$2,049,900.00	\$1,995,000.00	\$2,146,200.00		
Alt. A-1: Roof Shingle Upgrade	+ \$2,500.00	+ \$2,000.00	+ \$3,876.00	+ \$2,600.00	+ \$1,800.00	+ \$3,800.00		
Alt. A-2: Brick Pavers	+ \$18,200.00	+ \$14,000.00	+ \$10,176.00	+ \$12,600.00	+ \$11,950.00	+ \$15,200.00		
Alt. A-3: L.P. Casework Upgrade	- 0 -	+ \$800.00	+ \$844.00	- 0 -	+ \$800.00	+ \$780.00		
Alt. A-4: 2x2 Ceiling Tiles	+ \$6,200.00	+ \$4,000.00	+ \$3,000.00	+ \$3,700.00	+ \$2,500.00	+ \$3,800.00		
Alt. A-5: Additional Parking (Rensselaer)	+ \$17,000.00	+ \$14,000.00	+ \$13,614.00	+ \$9,500.00	+ \$12,200.00	+ \$6,300.00		
Face Brick Quantity (Rensselaer)	52,900	52,800	55,000	52,900	52,900	52,900		
Colored Masrony Cemnt. Quant. (Rensselaer)	400 Bags	374 Bags	250 Bags	400 Bags	400 Bags	400 Bags		
Unit Cost: Bag Colored Cement (Rensselaer)	\$4.50 / Bag	\$5.70 / Bag	\$4.55 / Bag	\$4.50 / Bag	\$4.50 / Bag	\$4.50 / Bag		
Face Brick Quantity (DeMotte)	42,700	38,000	48,000	42,700	42,700	42,700		
Colored Masonry Cement Quantity (DeMotte)	330 Bags	295 Bags	218 Bags	330 Bags	330 Bags	330 Bags		
Unit Cost: Bag Colored Cement (DeMotte)	\$4.50 / Bag	\$5.70 / Bag	\$4.55 / Bag	\$4.50 / Bag	\$4.50 / Bag	\$4.50 / Bag		
U.C.-1: Remove Unstable Soil (Rensselaer)	\$8.50 / CY	\$16.00 / CY	\$20.00 / CY	\$9.50 / CY	\$9.50 / CY	\$50.00 / CY		
U.C.-2: Remove Unstable Soil (DeMotte)	\$8.50 / CY	\$16.00 / CY	\$20.00 / CY	\$3.50 / CY	\$9.50 / CY	\$50.00 / CY		
Time of Completion (Rensselaer)	400 Days	450 Days	260 Days	400 Days	360 Days	330 Days		
Time of Completion (DeMotte)	400 Days	450 Days	260 Days	* 460 Days	360 Days	330 Days		
Vol Alt V-1: Combine Gen. & Mechanical			\$2,786,815.00					
Vol Alt V-2: Combine Gen. & Electrical			\$2,440,683.00	\$2,482,000.00				
Vol Alt V-3: Combine Gen., Mech. & Elect.			\$3,110,623.00	\$3,227,000.00				
Total	\$2,464,000.00	\$3,067,000.00	\$2,116,875.00	\$2,049,900.00	\$1,995,000.00	\$2,146,200.00		

*406 Days
For V-3

Jasper County Public Libraries				Bid Tab: Mechanical Construction				89.122.1 D-3
Rensselaer Public Library				Bid Date: August 15, 1991, 7:00PM				89.122.2 D-3
DeMotte Public Library Addition & Renovation								Page 2 of 4
Bid Item:	Burton Mechanical Contractors	Circle "R" Mechanical	Hamstra Builders Inc.	Larson - Danielson Const. Co. Inc.	O.J. Shoemaker Inc.			
FORM 96 & ATTACHMENT	Included	Included	Included	Included	Included			
FINANCIAL STATEMENT	Included	Included	Included	Included	Included			
BID SECURITY	Included	Included	Included	Included	Included			
ADDENDA 1-5	Included	Included	Included	Included	Included			
BASE BID	\$717,500.00	\$664,800.00	(see Gen V-1)	\$850,000.00	\$769,930.00			
Alt. M-1: Humidifiers	+ \$7,800.00	+ \$13,100.00	+ \$8,540.00	+ \$8,000.00	+ \$9,025.00			
U.C.-1: Well drilling & Installation (DeMotte)	\$15.50 / LF	* \$15.50 / LF	\$13.00 / LF	* \$17.00 / LF	\$16.00 / LF			
Material List	Included	Included	Included	Included	Not Included			
Time of Completion (Rensselaer)	With G.C.	With G.C.	260 Days	400 Days	360 Days			
Time of Completion (DeMotte)	With G.C.	With G.C.	260 Days	406 Days	360 Days			
Vol Alt V-1: Combine Mech. & Elect.	- \$3,500.00							
Vol Alt V-2:								
Vol Alt V-3:								
Total	\$717,500.00	\$664,800.00	(see Gen V-1)	\$850,000.00	\$769,930.00			

*\$1,100.00 Min.

*\$1,800 Min.

Jasper County Public Libraries				Bid Tab: Electrical Construction			89.122.1 D-3
Rensselaer Public Library				Bid Date: August 15, 1991, 7:00PM			89.122.2 D-3
DeMotte Public Library Addition & Renovation							Page 3 of 4
Bid Item:	Burton Electrical Contractors	Circle "R" Electrical	Hamstra Builders Inc.	Larson - Danielson Const. Co. Inc.			
FORM 96 & ATTACHMENT	Included	Included	Included	Included			
FINANCIAL STATEMENT	Included	Included	Included	Included			
BID SECURITY	Included	Included	Included	Included			
ADDENDA 1-5	Included	Included	Included	Included			
BASE BID	\$292,500.00	\$283,900.00	(see Gen V-2)	\$512,500.00			
Alt. E-1: Connections For Humidifiers	+ \$970.00	+ \$2,465.00	+ \$400.00	+ \$2,640.00			
Alt. E-2: Add'tl Prkng Lot Fixtrs (Rensselaer)	+ \$1,890.00	+ \$2,050.00	+ \$1,500.00	+ \$2,100.00			
Material List	Included	Included	Included	Included			
Time of Completion (Rensselaer)	With G.C.	With G.C.	260 Days	400 Days			
Time of Completion (DeMotte)	With G.C.	With G.C.	260 Days	406 Days			
Vol Alt V-1:							
Vol Alt V-2:							
Vol Alt V-3:							
Total	\$292,500.00	\$283,900.00	(see Gen V-2)	\$512,500.00			

Jasper County Public Libraries					Bid Tab: Library Equipment			89.122.1 D-3
Rensselaer Public Library					Bid Date: August 15, 1991, 7:00PM			89.122.2 D-3
DeMotte Public Library Addition & Renovation								Page 4 of 4
	Lee Co. Inc.	Robbins - Loman Group						
Bid Item:								
FORM 96 & ATTACHMENT	Included	Included						
FINANCIAL STATEMENT	Included	Included						
BID SECURITY	Included	Included						
ADDENDA 1-5	Included	Included						
BASE BID	\$156,925.00	\$141,693.00						
Alt. LE-1: Modulex Signage	No Bid	* + \$9,786.00						
U.C.-1: 42"H Single 10" Shelving	\$123.00	\$113.00						
U.C.-2: 42"H Double 10" Shelving	\$192.00	\$175.00						
U.C.-3: 66"H Single 10" Shelving	\$153.00	\$132.00						
U.C.-4: 66"H Double 10" Shelving	\$227.00	\$210.00						
U.C.-5: 84"H Single 10" Shelving	\$119.00	\$112.00						
U.C.-6: 84"H Double 10" Shelving	\$191.00	** \$176.00						
Time of Completion (Rensselaer)	240 Days	90 Days						
Time of Completion (DeMotte)	240 Days	90 Days						
Vol Alt V-1:								
Vol Alt V-2:								
Vol Alt V-3:								
Total	\$156,925.00	\$141,693.00						

*Signage by InnerFace

**Total unit cost deletions - not to exceed \$5,594.00

MINUTES.....AUGUST 26, 1991
Rensselaer Library Library Board Meeting
4:30 PM

Present: Miriam Lawyer, Barbara Leestma, Wanda Stewart, Marge Hohner,
Bob Souza

Public Budget Hearing: The Board met for the purpose of conducting a public hearing on its 1992 budget. No citizens were present at the hearing.

Fencing: The Board agreed to the hiring of T & J Repair to repair holes in the security fence around the new Rensselaer Library property. T & J Repair will complete this work free of charge in exchange for receiving possession of all the fencing that must be removed after completion of the new building.

Groundbreaking: The Board approved the Groundbreaking Committee's recommendations for invitations and guest list.

Identification Card: The Board approved the proof of an employee/board member I.D. card, noting that the card's size should be the size of a driver's license.

The meeting was adjourned at 4:57 PM on a motion by B. Souza, seconded by M. Hohner.

Miriam Lawyer
Barbara Leestma

MINUTES OF A MEETING OF THE LIBRARY BOARD
OF JASPER COUNTY PUBLIC LIBRARY

A special meeting of the Library Board of Jasper County Public Library was held at the Main Library, 301 N. Van Rensselaer St., Rensselaer, Indiana 47978, on August 20, 1991, at the hour of 1:00 p.m. (CDT) pursuant to notice duly given to all members of the Board in accordance with I.C. 20-5-3-2, and the rules of the Board.

The meeting was called to order by Miriam Lawyer, President of the Board, and the minutes of the meeting were recorded by Wanda Stewart, Acting Secretary of the Board.

On call of the roll, the members of the Board were shown to be present or absent as follows:

Present: Miriam Lawyer, Margaret Hohner, Robert Souza
and Wanda Stewart

Absent: Mary Linda Casey, Barbara Leestma, and Wilbur
Doty

William J. Moriarty, Jr. of Dumas & Moriarty, attorneys for the Jasper County Public Library, and Daniel Kramer, of Therber, Brock & Kramer, Inc., financial advisor to the Jasper County Public Library, were also present at said meeting.

(Among other proceedings had and actions
taken were the following:)

Barbara Leestma, the Board Secretary, was absent. In her place, the Board unanimously appointed Board member Wanda Stewart to act as Secretary of the meeting.

The President presented to the Board the order issued by the State Board of Tax Commissioners dated July 18, 1991, approving the appropriation of the proceeds of the Public Library Bonds of 1991, in accordance with the appropriation resolution adopted by this Board on May 6, 1991, and the order of the State Board of Tax Commissioners dated July 11, 1991, approving the issuance of said Public Library Bonds of 1991, and on motion duly made, seconded and carried, a copy of each of said orders was directed to be set out in the minute book of the Board.

The President also presented to the Board proofs of publication of the notice of sale of the above-mentioned bonds showing due publication of said notice in the Rensselaer Republican and the Kankakee Valley Post News. On motion duly made, seconded and unanimously carried, said proofs of publication were approved and ordered made a part of the records of the Board.

Mr. Moriarty stated that all requirements of the statutes leading up to the sale of the bonds had now been complied with, and suggested that the Board now proceed with consideration of the bids. The President then opened and read to the Board all bids filed, the same being attached hereto.

After considering said bids, the Board determined that the bid of Raffensperger, Hughes & Co. was the best bid received for the bonds, and on motion duly made, seconded and unanimously carried, said bid was accepted, and the Treasurer was directed to retain the good faith deposit of the successful bidder until the delivery of the bonds, and to return to the unsuccessful bidders immediately their good faith deposits.

On motion duly made, seconded and unanimously carried, the Secretary of the Board and Dumas & Moriarty, as attorneys for the Board, were directed to complete the bond transcript and submit the same to Ice Miller Donadio & Ryan in order to secure a final opinion on the bonds; also, to have the printed bond forms prepared; also, the Treasurer was directed to deliver said bonds to the successful bidder as soon as possible upon payment of the purchase price.

There being no further business to come before the meeting, on motion duly made, seconded and unanimously carried, the meeting thereupon adjourned.



Wanda Stewart, Secretary

TOTAL COLLECTION---RENSSELAER

END OF MONTH

V	T	V	T	V	T	V	T	V	T	V	T
O	I	O	I	O	I	O	I	O	I	O	I
L	T	L	T	L	T	L	T	L	T	L	T
U	L	U	L	U	L	U	L	U	L	U	L
M	E	M	E	M	E	M	E	M	E	M	E
E		E		E		E		E		E	

				X				X					
5191	5078	5221	5108	X	5963	5911	6025	5973	X	7272	7159	7338	7158
4367	3291	4419	3332	X	7370	6416	7433	6468	X	13441	12010	13541	12105
				X					X				
				X					X				
3704	3597	3730	3623	X	4466	4337	4450	4326	X	6164	5773	6252	5861
2321	2151	2323	2154	X	3142	3047	3120	3008	X	5615	5073	5649	5106
				X					X				
		0	0	X					X			0	0
				X					X				
7	7	7	7	X	2	2	2	2	X	369	157	369	157
				X					X				
				X					X				
				X					X				
		0	0	X			0	0	X			0	0
				X					X				
725	671	744	690	X	507	455	514	461	X	1338	871	1361	894
109	55	109	55	X	1	1	1	1	X	89	27	89	27
				X					X				
369	329	398	357	X	362	340	384	362	X	454	434	509	489
				X					X				
16793	15179	16951	15326	X	21813	20509	21929	20601	X	34742	31504	35108	31797

[illegible]

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT
AUGUST 1991

	RENSSELAER	DEMOTTE	WHEATFIELD	TOTAL
--	------------	---------	------------	-------

REGISTRATIONS

Borrowers--Beginning of month:				13200
Resident	84	98	24	206
Non-resident				0
Expired cards	46	39	81	166
Non-resident,expired				0
Total Registered				13240

REFERENCE QUESTIONS

Telephone				
Directional	119	83	137	339
Reference	117	185	113	415
In-person				
Directional	90	149	163	402
Reference	241	367	146	754
Total	567	784	559	1910

NTRALIB.LOAN ITEMS FILLED	66	159	59	284
---------------------------	----	-----	----	-----

OL HISTORY

In person	18
Microfilms used	11
Letters	6

N-HOUSE USE OF HARDWARE/SOFTWARE

Computer agreements	60	112
Software used	81	144
VCR Use	0	
Microforms	4	
Other		

XX

INTERLIBRARY LOANS(SYSTEM)

Requests made for:	55	49	10
Items rec'd for:	57	61	7
Items outstanding:	-2	-12	3
Items from Ind. libs.	43	48	7

tems requested by other libraries

t supplied to other libraries

nfo requests answd for other libs

nfo requests sent

JASPER COUNTY PUBLIC LIBRARY PROGRAMS

AUGUST 1991

	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Children's Programs (0-13)	1	1		2
Number attending	27	14		41
YA Programs (14-17)				0
Number attending				0
Adult Programs				0
Number attending				0
Senior Citizen Programs				0
Number attending				0
TOTAL NUMBER OF PROGRAMS	1	1	0	2
TOTAL PERSONS ATTENDING	27	14	0	41

OCT.

AGENDA.....October 7, 1991
Monthly Meeting Rensselaer Library
Jasper County Public Library Board of Trustees
7:00 PM

1. Minutes
2. Bills/Financial reports
 - 2.1 Bills to be allowed/Paychecks
Architect fee for parking lot: \$1,480
Salary for new pages
 - 2.2 Financial statements
 - 2.3 Additional appropriations:
BIRF #2: \$1600 for payment of Paying Agent Fees to Bank One
Lib Op Fund: \$165,383 for construction project expenses (no
extra money requested)
 - 2.4 Audit report
3. Director's report
 - 3.1 Circulation
 - 3.2 Activities
 - 3.3 Budget hearing
4. Building project
 - 4.1 Update on progress
 - 4.2 Building Committee
 - 4.3 Selection of interior designer
 - 4.4 Storm sewer project
 - 4.5 Prioritizing demands for construction project monies
5. Wheatfield Business
6. DeMotte Business
7. Rensselaer Business
8. Adjournment

APPROPRIATION REPORT
----- JASPER COUNTY PUBLIC LIBRARY -----

06 SEP 91

OPERATING FUND T #	DESCRIPTION	ANNUAL APPROPRIATION	CHANGE TO APPROPRIATION	CURRENT APPROPRIATION	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	APPROPRIATION BALANCE	% SPENT Y-T-D
1.11	SALARY OF LIBRARIAN	33920.00	.00	33920.00	2826.68	22613.44	11306.56	67%
1.12	SALARY OF ASSISTANTS	266765.00	.00	266765.00	22149.66	174676.87	92088.13	65%
1.13	WAGES OF JANITORS	15520.00	.00	15520.00	704.18	7163.83	8356.17	46%
1.21	EMPLOYER'S SHARE-FICA	24172.00	.00	24172.00	1964.54	15640.85	8531.15	65%
1.22	UNEMPLOYMENT COMPENSATION	2000.00	.00	2000.00	.00	1595.69	404.31	80%
1.23	EMPLOYER'S CONTRIBUTION - PERF	16931.00	.00	16931.00	.00	13221.66	3709.34	78%
1.24	EMPLOYER'S CONTRIBUTION - INS.	6000.00	.00	6000.00	.00	600.00	5400.00	10%
1.31	OTHER PERSONAL SERVICES	2000.00	.00	2000.00	.00	.00	2000.00	0%
2.11	OFFICIAL RECORDS	1000.00	.00	1000.00	.00	497.24	502.76	50%
2.12	STATIONERY AND PRINTING	900.00	.00	900.00	.00	309.00	591.00	34%
2.13	OTHER OFFICE SUPPLIES	3250.00	.00	3250.00	62.50	1288.83	1961.17	40%
2.21	CLEANING & SANITATION SUPPLIES	3900.00	.00	3900.00	171.08	1692.38	2207.62	43%
2.22	FUEL, OIL & LUBRICANTS	100.00	.00	100.00	.00	4.40	95.60	4%
2.23	OTHER OPERATING SUPPLIES	100.00	.00	100.00	.00	.00	100.00	0%
2.31	BUILDING MATERIALS & SUPPLIES	750.00	.00	750.00	.00	90.69	659.31	12%
2.32	PAINT AND PAINTING SUPPLIES	200.00	.00	200.00	.00	5.69	194.31	3%
2.33	REPAIR PARTS	250.00	.00	250.00	.00	317.90	-67.90	127%
2.41	LIBRARY SUPPLIES	8000.00	.00	8000.00	203.73	4671.84	3328.16	58%
2.42	OTHER SUPPLIES	2000.00	.00	2000.00	28.98	988.15	1011.85	49%
3.11	CONSULTING SERVICES	1000.00	1790.00	2790.00	.00	1790.00	1000.00	64%
3.12	ENGINEERING & ARCH. SERVICES	1000.00	155851.25	156851.25	27044.50	155851.25	1000.00	99%
3.13	LEGAL SERVICES	1500.00	.00	1500.00	.00	.00	1500.00	0%
3.14	OTHER PROFESSIONAL SERVICES	5500.00	6291.88	11791.88	400.00	10328.20	1463.68	88%
3.21	TELEPHONE	9000.00	.00	9000.00	590.02	4516.81	4483.19	50%
3.22	POSTAGE	3500.00	.00	3500.00	225.59	2002.28	1497.72	57%
3.23	TRAVELING EXPENSE	5000.00	.00	5000.00	171.25	2037.85	2962.15	41%
3.24	PROFESSIONAL MEETINGS	6000.00	.00	6000.00	286.59	2226.74	3773.26	37%
3.25	FREIGHT	200.00	.00	200.00	.00	.00	200.00	0%
3.31	ADVERTISING & PUBLIC NOTICES	1500.00	408.28	1908.28	628.08	1164.23	744.05	61%
3.32	OTHER PRINTING	500.00	.00	500.00	.00	.00	500.00	0%
3.41	OFFICIAL BONDS	1000.00	.00	1000.00	.00	250.00	750.00	25%
3.42	OTHER INSURANCE	7000.00	.00	7000.00	.00	5531.80	1468.20	79%
3.51	GAS	7000.00	.00	7000.00	18.44	2412.99	4587.01	33%
3.52	ELECTRICITY	18000.00	.00	18000.00	840.32	8311.35	9688.65	46%
3.53	WATER	500.00	.00	500.00	124.08	534.55	-34.55	107%
3.54	WASTE DISPOSAL SERVICES	500.00	.00	500.00	109.34	392.96	107.04	79%
3.61	BUILDING & STRUCTURES	7500.00	.00	7500.00	1439.87	5954.51	1545.49	79%
3.62	EQUIPMENT	1000.00	.00	1000.00	.00	808.40	191.60	81%
3.71	REAL ESTATE	1.00	.00	1.00	.00	.00	1.00	0%
3.72	EQUIPMENT	1000.00	.00	1000.00	24.90	269.70	730.30	27%
3.91	DUES	800.00	.00	800.00	.00	898.15	-98.15	112%
3.92	INTEREST ON TEMPORARY LOANS	1.00	.00	1.00	.00	.00	1.00	0%
3.93	TAXES & ASSESSMENTS	1.00	40.74	41.74	.00	40.74	1.00	98%
3.94	TRANSFER TO LIRF	70000.00	.00	70000.00	.00	70000.00	.00	100%
3.95	LAWN CARE & MAINTENANCE CONT.	7000.00	.00	7000.00	175.70	6119.55	880.45	87%
3.96	PETTY CASH	120.00	.00	120.00	.00	.00	120.00	0%
3.97	INTERVIEWING & MOVING EXP.	250.00	.00	250.00	.00	.00	250.00	0%
4.1	LAND	1.00	.00	1.00	.00	.00	1.00	0%
4.2	BUILDINGS	1.00	.00	1.00	.00	.00	1.00	0%
	IMPROVEMENTS OTHER THAN BUILD.	.00	1000.00	1000.00	.00	1000.00	.00	100%
4.4	FURNITURE & EQUIPMENT	15000.00	.00	15000.00	8.55	3762.46	11237.54	25%
4.51	BOOKS	100000.00	.00	100000.00	12057.49	51060.24	48939.76	51%
4.52	PERIODICALS & NEWSPAPERS	25300.00	.00	25300.00	5888.20	18729.22	6570.78	74%
4.53	NONPRINTED MATERIALS	19500.00	.00	19500.00	951.29	8584.43	10915.57	44%
4.61	BOOKS ENCUMBERED	7354.30	.00	7354.30	.00	4441.33	2912.97	60%
	-TOTAL-	711287.30	165382.15	876669.45	79095.56	614398.20	262271.25	70%

(-----BANK BALANCES-----)
DATE (06 SEP 91)

A1 (BANK ONE CHECKING	)	B1 (	3885846.26)
A2 (CERTIFICATE OF DEPOSIT #1	)	B2 (	.00)
A3 (CERTIFICATE OF DEPOSIT #2	)	B3 (	.00)
A4 (FIRST OF AMERICA	)	B4 (	12345.47)
A5 (DEMOTTE STATE BANK	)	B5 (	14029.07)
A6 (INDIANA FEDERAL	)	B6 (	17799.05)
A7 (LAFAYETTE NATIONAL BANK	)	B7 (	2592.01)
A8 (	)	B8 (	.00)
A9 (	)	B9 (	.00)
TOTAL		B10 (	3932611.86)

RECEIPT BREAKDOWN FOR
SEPTEMBER 6, 1991

FINES and FEES..... 1380.99

DeMotte	569.30
Rensselaer	507.65
Wheatfield	304.04

PHOTOCOPIES..... 546.20

DeMotte	212.30
Rensselaer	195.85
Wheatfield	138.05

CARDS..... 7.45

DeMotte	2.00
Rensselaer	1.45
Wheatfield	4.00

INTEREST..... 701.16

GIFT FUNDS..... 744.37

DeMotte	556.77
Rensselaer	187.60
Wheatfield	0.00

BOND SALE FOR RENSSELAER & DEMOTTE BUILDINGS..... 3925040.06

Construction Fund	3900000
Bond & Int. Redemption Fund	25040.06

TOTAL AMOUNT OF RECEIPTS.....3928420.23

CHECK REGISTER

----- JASPER COUNTY PUBLIC LIBRARY -----

301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

06 SEP 91

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
001515	4064	PAULA L. BAUGH	290.16	15 AUG 91	PAYROLL
001516	4067	SHANNON BAUNACH	152.85	15 AUG 91	PAYROLL
001517	4047	JULIE BRAY	572.01	15 AUG 91	PAYROLL
001518	4056	GLENDA BROWN	419.73	15 AUG 91	PAYROLL
001519	4073	MELISSA BUITER	177.66	15 AUG 91	PAYROLL
001520	4062	RENEE CARR	186.91	15 AUG 91	PAYROLL
001521	4060	MARK CASSELLO	266.38	15 AUG 91	PAYROLL
001522	4059	LYNN DAUGHERTY	974.71	15 AUG 91	PAYROLL
001523	4048	CHARLOTTE FAGEN	483.34	15 AUG 91	PAYROLL
001524	4069	PAMELA FERBER	644.78	15 AUG 91	PAYROLL
001525	4071	CYNTHIA FISHBURN	80.71	15 AUG 91	PAYROLL
001526	4070	KIMBERLY GARWOOD	679.27	15 AUG 91	PAYROLL
001527	4065	ROSE E. HOWARD	279.05	15 AUG 91	PAYROLL
001528	4074	BARBARA HUDSON	29.90	15 AUG 91	PAYROLL
001529	4066	KRISTIN JOHNSON	52.81	15 AUG 91	PAYROLL
001530	4052	JOAN KOPANDA	279.28	15 AUG 91	PAYROLL
001531	04046	MARY K. MARTIN	752.00	15 AUG 91	PAYROLL
001532	4061	ERICA MURRAY	92.49	15 AUG 91	PAYROLL
001533	4054	KATHLEEN PADGITT	338.78	15 AUG 91	PAYROLL
001534	4055	BONNIE POWELL	279.74	15 AUG 91	PAYROLL
001535	4049	SHARON SCHULENBERG	423.42	15 AUG 91	PAYROLL
001536	4057	EILEEN SPURGEON	86.30	15 AUG 91	PAYROLL
001537	4072	MELINDA SUHR	62.10	15 AUG 91	PAYROLL
001538	4068	NICOLE SYKES	90.02	15 AUG 91	PAYROLL
001539	4050	JILL TACHTIRIS	417.53	15 AUG 91	PAYROLL
001540	4058	ELIZABETH THONE	127.58	15 AUG 91	PAYROLL
001541	4063	AMBER WARRAN	351.04	15 AUG 91	PAYROLL
001542	4053	DIANE WIERS	353.55	15 AUG 91	PAYROLL
001543	4051	CHERYL WITTY	456.45	15 AUG 91	PAYROLL
001544	4098	PAULA L. BAUGH	290.16	30 AUG 91	PAYROLL
001545	4101	SHANNON BAUNACH	140.45	30 AUG 91	PAYROLL
001546	4082	JULIE BRAY	572.01	30 AUG 91	PAYROLL
001547	4091	GLENDA BROWN	419.73	30 AUG 91	PAYROLL
001548	4107	MELISSA BUITER	95.14	30 AUG 91	PAYROLL
001549	4096	RENEE CARR	186.91	30 AUG 91	PAYROLL
001550	4095	MARK CASSELLO	231.43	30 AUG 91	PAYROLL
001551	4094	LYNN DAUGHERTY	974.71	30 AUG 91	PAYROLL
001552	4108	JULIE EISELE	37.28	30 AUG 91	PAYROLL
001553	4083	CHARLOTTE FAGEN	483.34	30 AUG 91	PAYROLL
001554	4103	PAMELA FERBER	644.78	30 AUG 91	PAYROLL
001555	4105	CYNTHIA FISHBURN	105.52	30 AUG 91	PAYROLL
001556	4104	KIMBERLY GARWOOD	679.27	30 AUG 91	PAYROLL
001557	4099	ROSE E. HOWARD	279.05	30 AUG 91	PAYROLL
001558	4100	KRISTIN JOHNSON	59.00	30 AUG 91	PAYROLL
001559	4087	JOAN KOPANDA	279.28	30 AUG 91	PAYROLL
001560	04081	MARY K. MARTIN	752.00	30 AUG 91	PAYROLL
001561	4089	KATHLEEN PADGITT	338.78	30 AUG 91	PAYROLL
001562	4090	BONNIE POWELL	279.74	30 AUG 91	PAYROLL

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----- JASPER COUNTY PUBLIC LIBRARY -----

301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

06 SEP 91

PAGE 1

Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
001563	4084	SHARON SCHULENBERG	423.42	30 AUG 91	PAYROLL
001564	4092	EILEEN SPURGEON	123.28	30 AUG 91	PAYROLL
001565	4106	MELINDA SUHR	71.42	30 AUG 91	PAYROLL
001566	4102	NICOLE SYKES	176.82	30 AUG 91	PAYROLL
001567	4085	JILL TACHTIRIS	417.53	30 AUG 91	PAYROLL
001568	4093	ELIZABETH THONE	134.07	30 AUG 91	PAYROLL
001569	4097	AMBER WARRAN	351.04	30 AUG 91	PAYROLL
001570	4088	DIANE WIERS	353.55	30 AUG 91	PAYROLL
001571	4086	CHERYL WITTY	456.45	30 AUG 91	PAYROLL
010194	4075	BANK ONE	3427.39	15 AUG 91	FICA & FED TAX WITHHELD 15 A
010195	04076	INDIANA DEFERRED COMPENSATIO	72.50	15 AUG 91	WITHHELD FROM 15 AUG 91 PAYR
010196	04077	NIPSCO	564.90	15 AUG 91	WHEATFIELD UTILITIES
010197	04078	NORTHWESTERN INDIANA TELEPHO	77.12	15 AUG 91	DEMOTTE TELEPHONE
010198	04079	TOWN OF DEMOTTE	17.16	15 AUG 91	DEMOTTE SEWER SERVICE
010199	04080	UNITED TELEPHONE COMPANY	306.11	15 AUG 91	RENSSELAER TELEPHONE
010200	4109	BANK ONE	3411.83	30 AUG 91	FICA & FED TAX WITHHELD 30 A
010201	04110	INDIANA DEFERRED COMPENSATIO	72.50	30 AUG 91	WITHHELD FROM 30 AUG 91 PAYR
010202	04111	INDIANA DEPARTMENT OF REVENUE	1074.03	30 AUG 91	STATE & COUNTY TAX WITHHELD
010203	04112	AT&T	72.48	30 AUG 91	DEMOTTE TELEPHONE
010204	04113	CITY OF RENSSELAER	505.17	30 AUG 91	RENSSELAER UTILITIES
010205	04114	UNITED TELEPHONE COMPANY	134.31	30 AUG 91	WHEATFIELD TELEPHONE
010206	04115	CAREER TRACK INC.	49.00	30 AUG 91	REGISTRATION FOR WORKSHOP
010207	04116	LAKE COUNTY PUBLIC LIBRARY	52.50	30 AUG 91	REGISTRATION FOR WORKSHOP
010208	04117	ALSA 2	107.00	30 AUG 91	REGISTRATION FOR WORKSHOP
010209	04118	INDIANA LIBRARY FEDERATION	30.00	30 AUG 91	REGISTRATION FOR WORKSHOP
010211	04119	A AND R NEWS AGENCY	59.70	09 SEP 91	SUBSCRIPTION -- RENSSELAER
010212	04120	ACE HARDWARE	2.62	09 SEP 91	JANITORIAL SUPPLIES -- DEMOT
010213	04121	ASSOCIATED LIBRARIES, INC.	39.82	09 SEP 91	BOOKS
010214	04122	BAKER & TAYLOR	254.98	09 SEP 91	BOOKS
010215	04123	BAKER & TAYLOR	8035.70	09 SEP 91	BOOKS
010216	04124	BAKER & TAYLOR	621.00	09 SEP 91	LEASE BOOKS
010217	04125	BETTER BOOKS COMPANY	56.91	09 SEP 91	VIDEOCASSETTES
010218	04126	BRODART CO.	174.48	09 SEP 91	SYSDAC TAPE
010219	04127	CLEAN AS A WHISTLE	400.00	09 SEP 91	JANITORIAL SERVICE -- RENSSE
010220	04128	CUSTOM LAWN CARE	80.00	09 SEP 91	MOWING -- RENSSELAER
010221	04129	DAVID DEVRIES	55.00	09 SEP 91	INSTALL GUTTERS AT WHEATFIEL
010222	04130	DICK JOLINK	37.50	09 SEP 91	MOWING -- DEMOTTE
010223	04131	DEMCO	59.78	09 SEP 91	BOOK CARDS
010224	04132	DEMOTTE CARPET	20.25	09 SEP 91	JANITORIAL SUPPLIES -- WHEAT
010225	04133	FACTS ON FILE, INC.	18.85	09 SEP 91	BOOKS
010226	04134	FAGEN PHARMACY	22.48	09 SEP 91	FILM & POSTER BOARD -- DEMOT
010227	04135	GALE RESEARCH INC.	76.63	09 SEP 91	BOOKS
010228	04136	GROLIER EDUCATIONAL CORP.	567.00	09 SEP 91	BOOKS
010229	04137	HAMSTRA GROUP, INC.	171.87	09 SEP 91	REPAIRS ON WHEATFIELD BUILDI
010230	04138	HARVEY'S	4.28	09 SEP 91	LIBRARY SUPPLIES -- CONTACT
010231	04139	HERB MOYER	598.00	09 SEP 91	BOOKS
010232	04140	HERITAGE OFFICE PRODUCTS, IN	370.98	09 SEP 91	COPIER PAPER
010233	04141	HIGHSMITH CO. INC.	282.67	09 SEP 91	PROCESSING SUPPLY -- CONTACT

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----- JASPER COUNTY PUBLIC LIBRARY -----

301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
010234	04142	INFORMATION ACCESS COMPANY	5676.50	09 SEP 91	INFOTRAC -- RENSSELAER & WHE
010235	04143	INGRAM	269.80	09 SEP 91	VIDEOCASSETTES
010236	04144	JOURNAL AND COURIER	117.00	09 SEP 91	SUBSCRIPTION -- RENSSELAER
010237	04145	KANKAKEE VALLEY POST NEWS	278.40	09 SEP 91	ADVERTISEMENTS
010238	04146	KIMBERLY BARWOOD	8.55	09 SEP 91	KEYS FOR PADLOCKS
010239	04147	LYNN DAUGHERTY	34.25	09 SEP 91	MILEAGE
010240	04148	MARGE HOHNER	65.00	09 SEP 91	MILEAGE
010241	04149	MARY K. MARTIN	114.59	09 SEP 91	MILEAGE & CONFERENCE EXPENSE
010242	04150	MOOLENAAR & HUGHES	45.00	09 SEP 91	GRUB CONTROL -- WHEATFIELD
010243	04151	MUSIC WHOLESALERS	598.00	09 SEP 91	COMPACT DISCS
010244	04152	NEWSBANK	62.50	09 SEP 91	PAPER CARTRIDGES
010245	04153	OOMS DISPOSAL SERVICE INC.	13.20	09 SEP 91	TRASH PICK-UP--DEMOTTE
010246	04154	PERMA-BOUND	1403.46	09 SEP 91	BOOKS
010247	04155	POSTMASTER GENERAL	180.50	09 SEP 91	POSTAGE
010248	04156	R.R. BOWKER	35.00	09 SEP 91	SUBSCRIPTION -- DEMOTTE
010249	04157	R W POOL CO., INC.	111.20	09 SEP 91	PAPER TOWELS & DUST SPRAY
010250	04158	RELIABLE EXTERMINATORS, INC.	200.00	09 SEP 91	EXTERMINATE FOR FLEAS -- REN
010251	04159	RENSSELAER REPUBLICAN	278.40	09 SEP 91	ADVERTISEMENTS
010252	04160	ROLLING PRAIRIE LIBRARY SYST	31.89	09 SEP 91	BOOK & VIDEOCASSETTE
010253	04161	SIMON & SCHUSTER SCHOOL GROU	112.02	09 SEP 91	BOOKS
010254	04162	STYLE-CRAFT, INC.	1013.00	09 SEP 91	INSTALL GUTTERS -- WHEATFIEL
010255	04163	TEETERS CULLIGAN	29.85	09 SEP 91	COOLER RENTAL & WATER
010256	04164	INDIANAPOLIS DAILY LEGAL, IN	71.28	09 SEP 91	ADVERTISEMENT
010257	04165	THE L.O.M. CORPORATION	27044.50	09 SEP 91	ARCHITECTURAL SERVICES
010258	04166	WALLMANN'S	37.01	09 SEP 91	JANITORIAL SUPPLIES - RENS.
010259	04167	CHERYL A. WITTY	5.50	09 SEP 91	MILEAGE
010260	04168	CHERYL A. WITTY	47.58	09 SEP 91	RENSSELAER PETTY CASH--REIMB
TRANSFER	04169	JASPER COUNTY PUBLIC LIBRARY	183803.33	06 SEP 91	REIMBURSE OPERATING FUND FOR

--TOTAL AMOUNT OF CLAIMS-- 262428.52

FINANCIAL STATEMENT
JASPER COUNTY PUBLIC LIBRARY

OCTOBER 7, 1991

	Beginning Balance	Receipts	Disbursements	Ending Balance
Operating Fund	144283.53	1593.38	42729.40	103147.51
Gift Funds				
DeMotte	4092.45	0.00	19.14	4073.31
Rensselaer	1978.72	0.00	19.14	1959.58
Wheatfield	793.36	30.00	0.00	823.36
Bond and Interest Funds				
Rensselaer & DeMotte	25040.06	0.00	0.00	25040.06
Wheatfield	19199.11	0.00	0.00	19199.11
LIRF Fund	19049.73	0.00	0.00	19049.73
Community Cash Funds				
DeMotte	30.00	0.00	0.00	30.00
Rensselaer	60.00	0.00	0.00	60.00
Wheatfield	30.00	0.00	0.00	30.00
Reciprocal Borrowing Fund	0.00	0.00	0.00	0.00
Levy Excess Fund	0.00	0.00	0.00	0.00
Construction Fund	3716196.67	0.00	78244.25	3637952.42
P.E.R.F.	1321.48	0.00	-665.56	1987.04
Reserve for Insurance	536.75	0.00	-169.36	706.11
 TOTAL ALL FUNDS	 3932611.86	 1623.38	 120177.01	 3814058.23

{-----BANK BALANCES-----}

DATE {07 OCT 91}

A1 {BANK ONE CHECKING	}	B1 {	50146.20}
A2 {CONSTRUCTION FUND SAVINGS ACCT}	}	B2 {	3716196.67}
A3 {CERTIFICATE OF DEPOSIT #2	}	B3 {	.00}
A4 {FIRST OF AMERICA	}	B4 {	12729.52}
A5 {DEMOTTE STATE BANK	}	B5 {	14583.93}
A6 {INDIANA FEDERAL	}	B6 {	17799.05}
A7 {LAFAYETTE NATIONAL BANK	}	B7 {	2602.86}
A8 {	}	B8 {	.00}
A9 {	}	B9 {	.00}
TOTAL		B10 {	3814058.23}

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----- JASPER COUNTY PUBLIC LIBRARY -----

301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

07 OCT 91

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
001572	4188	PAULA L. BAUGH	290.16	13 SEP 91	PAYROLL
001573	4191	SHANNON BAUNACH	137.35	13 SEP 91	PAYROLL
001574	4171	JULIE BRAY	572.01	13 SEP 91	PAYROLL
001575	4180	GLENDA BROWN	419.73	13 SEP 91	PAYROLL
001576	4196	MELISSA BUITER	91.40	13 SEP 91	PAYROLL
001577	4186	RENEE CARR	243.05	13 SEP 91	PAYROLL
001578	4185	MARK CASSELLO	179.02	13 SEP 91	PAYROLL
001579	4184	LYNN DAUGHERTY	974.71	13 SEP 91	PAYROLL
001580	4197	JULIE EISELE	105.52	13 SEP 91	PAYROLL
001581	4172	CHARLOTTE FAGEN	483.34	13 SEP 91	PAYROLL
001582	4198	ANGELA FENWICK	48.16	13 SEP 91	PAYROLL
001583	4192	PAMELA FERBER	644.78	13 SEP 91	PAYROLL
001584	4194	CYNTHIA FISHBURN	96.21	13 SEP 91	PAYROLL
001585	4193	KIMBERLY GARWOOD	679.27	13 SEP 91	PAYROLL
001586	4189	ROSE E. HOWARD	279.05	13 SEP 91	PAYROLL
001587	4190	KRISTIN JOHNSON	74.49	13 SEP 91	PAYROLL
001588	4181	DIANA KODY	36.94	13 SEP 91	PAYROLL
001589	4176	JOAN KOPANDA	279.28	13 SEP 91	PAYROLL
001590	04170	MARY K. MARTIN	752.00	13 SEP 91	PAYROLL
001591	4178	KATHLEEN PADGITT	338.78	13 SEP 91	PAYROLL
001592	4179	BONNIE POWELL	279.74	13 SEP 91	PAYROLL
001593	4173	SHARON SCHULENBERG	423.42	13 SEP 91	PAYROLL
001594	4182	ETILEEN SPURGEON	82.19	13 SEP 91	PAYROLL
001595	4195	MELINDA SUHR	59.00	13 SEP 91	PAYROLL
001596	4174	JILL TACHTIRIS	417.53	13 SEP 91	PAYROLL
001597	4183	ELIZABETH THONE	147.05	13 SEP 91	PAYROLL
001598	4187	AMBER WARRAN	351.04	13 SEP 91	PAYROLL
001599	4177	DIANE WIERS	353.55	13 SEP 91	PAYROLL
001600	4175	CHERYL WITTY	456.45	13 SEP 91	PAYROLL
001601	4226	PAULA L. BAUGH	290.16	30 SEP 91	PAYROLL
001602	4209	JULIE BRAY	572.01	30 SEP 91	PAYROLL
001603	4218	GLENDA BROWN	419.73	30 SEP 91	PAYROLL
001604	4234	MELISSA BUITER	76.45	30 SEP 91	PAYROLL
001605	4224	RENEE CARR	243.05	30 SEP 91	PAYROLL
001606	4223	MARK CASSELLO	82.93	30 SEP 91	PAYROLL
001607	4222	LYNN DAUGHERTY	974.71	30 SEP 91	PAYROLL
001608	4235	JULIE EISELE	96.21	30 SEP 91	PAYROLL
001609	4210	CHARLOTTE FAGEN	483.34	30 SEP 91	PAYROLL
001610	4236	ANGELA FENWICK	51.26	30 SEP 91	PAYROLL
001611	4229	PAMELA FERBER	644.78	30 SEP 91	PAYROLL
001612	4232	CYNTHIA FISHBURN	76.84	30 SEP 91	PAYROLL
001613	4231	KIMBERLY GARWOOD	679.27	30 SEP 91	PAYROLL
001614	4227	ROSE E. HOWARD	279.05	30 SEP 91	PAYROLL
001615	4228	KRISTIN JOHNSON	60.56	30 SEP 91	PAYROLL
001616	4219	DIANA KODY	73.87	30 SEP 91	PAYROLL
001617	4214	JOAN KOPANDA	279.28	30 SEP 91	PAYROLL
001618	04208	MARY K. MARTIN	752.00	30 SEP 91	PAYROLL
001619	4216	KATHLEEN PADGITT	338.78	30 SEP 91	PAYROLL

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----- JASPER COUNTY PUBLIC LIBRARY -----

301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

07 OCT 91

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
001620	4217	BONNIE POWELL	279.74	30 SEP 91	PAYROLL
001621	4230	JULIE SCHLEUDER	105.90	30 SEP 91	PAYROLL
001622	4211	SHARON SCHULENBERG	423.42	30 SEP 91	PAYROLL
001623	4220	EILEEN SPURGEON	67.82	30 SEP 91	PAYROLL
001624	4233	MELINDA SUHR	48.16	30 SEP 91	PAYROLL
001625	4212	JILL TACHTIRIS	417.53	30 SEP 91	PAYROLL
001626	4221	ELIZABETH THONE	120.25	30 SEP 91	PAYROLL
001627	4225	AMBER WARRAN	351.04	30 SEP 91	PAYROLL
001628	4215	DIANE WIERS	353.55	30 SEP 91	PAYROLL
001629	4213	CHERYL WITTY	456.45	30 SEP 91	PAYROLL
010261	4199	BANK ONE	3389.78	13 SEP 91	FICA & FED TAX WITHHELD 13 S
010262	04200	INDIANA DEFERRED COMPENSATIO	72.50	13 SEP 91	WITHHELD FROM 13 SEP 91 PAYR
010263	04201	NIPSCO	413.82	13 SEP 91	DEMOTTE UTILITIES
010264	04202	NIPSCO	502.48	13 SEP 91	WHEATFIELD UTILITIES
010265	04203	NORTHWESTERN INDIANA TELEPHO	86.15	13 SEP 91	DEMOTTE TELEPHONE
010266	04204	TOWN OF DEMOTTE	17.16	13 SEP 91	DEMOTTE SEWER SERVICE
010267	04205	UNITED TELEPHONE COMPANY	362.00	13 SEP 91	RENSSELAER TELEPHONE
010268	04206	WABASH VALLEY LIBRARY NETWOR	108.00	13 SEP 91	REGISTRATION FOR REFERENCE W
010269	04207	MFLA	208.00	13 SEP 91	REGISTRATION FOR MFLA CONVEN
010270	4237	BANK ONE	3307.72	30 SEP 91	FICA & FED TAX WITHHELD 30 S
010271	04238	INDIANA DEFERRED COMPENSATIO	72.50	30 SEP 91	WITHHELD FROM 30 SEP 91 PAYR
010272	04239	INDIANA DEPARTMENT OF REVENU	1057.42	30 SEP 91	STATE & COUNTY TAX WITHHELD
010273	04240	AT&T	39.90	30 SEP 91	DEMOTTE TELEPHONE
010274	04241	CITY OF RENSSSELAER	456.57	30 SEP 91	RENSSELAER UTILITIES
010275	04242	UNITED TELEPHONE COMPANY	133.08	30 SEP 91	WHEATFIELD TELEPHONE
010276	04243	ACE HARDWARE	8.74	07 OCT 91	WASTEBASKETS-WHE & FUSES-DEM
010277	04244	AMERICAN LIBRARY ASSOCIATION	56.00	07 OCT 91	SUBSCRIPTION -- RENSSSELAER
010278	04245	ASSOCIATED LIBRARIES, INC.	62.27	07 OCT 91	BOOKS
010279	04246	AUDIO MEMORY PUBLISHING	66.75	07 OCT 91	CASSETTES
010280	04247	AVC CORPORATION	45.00	07 OCT 91	PUBLISH IT CLASS
010281	04248	AUSTIN BOOK SALES	98.94	07 OCT 91	BOOKS
010282	04249	BAKER & TAYLOR	342.31	07 OCT 91	BOOKS
010283	04250	BAKER & TAYLOR	5403.02	07 OCT 91	BOOKS
010284	04251	BAKER & TAYLOR	1035.00	07 OCT 91	LEASE BOOKS
010285	04254	BIERMA HARDWARE	78.14	07 OCT 91	SUPPLIES & EQUIPMENT -- WHEA
010286	04255	BONNIE POWELL	20.00	07 OCT 91	MILEAGE
010287	04256	BRODART CO.	1449.25	07 OCT 91	SYSDAC CARDS & TAPE
010288	04257	CAMPBELL PRINTING COMPANY	31.25	07 OCT 91	IDENTIFICATION CARDS
010289	04258	CHERYL A. WITTY	11.00	07 OCT 91	MILEAGE
010290	04259	CLEAN AS A WHISTLE	400.00	07 OCT 91	JANITORIAL SERVICE -- RENSSE
010291	04260	CUSTOM LAWN CARE	80.00	07 OCT 91	MOWING -- RENSSSELAER
010292	04261	DAVID DEVRIES	50.00	07 OCT 91	MOVING SHELVING & CABINETS--
010293	04262	DAVIDSON TITLES INC.	14.52	07 OCT 91	BOOKS
010294	04263	DEMCO	335.90	07 OCT 91	PROCESSING SUPPLIES
010295	04264	DICK JOLINK	75.00	07 OCT 91	MOWING -- DEMOTTE
010296	04265	DIRECTORIES AMERICA	10.50	07 OCT 91	BOOKS
010297	04266	FACTS ON FILE, INC.	1.00	07 OCT 91	BOOK KIT
010298	04267	FAGEN PHARMACY	10.99	07 OCT 91	FILM

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----- JASPER COUNTY PUBLIC LIBRARY -----

301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

07 OCT 91

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
010299	04268	FAGEN PHARMACY	14.34	07 OCT 91	JANITORIAL SUP. -- WHEAT & D
010300	04269	GLENDA BROWN	29.50	07 OCT 91	MILEAGE
010301	04270	HAMSTRA GROUP, INC.	20.00	07 OCT 91	REPAIR FRONT DOOR -- WHEATFI
010302	04271	HERITAGE OFFICE PRODUCTS, IN	272.51	07 OCT 91	SERVICE CONTRACT, SUPPLIES, EQ
010303	04272	INFORMATION SERVICES DIVISIO	19.50	07 OCT 91	BOOKS
010304	04273	INGRAM	40.40	07 OCT 91	VIDEOCASSETTES
010305	04274	JILL TACHTIRIS	21.00	07 OCT 91	MILEAGE
010306	04275	JOAN KOPANDA	45.00	07 OCT 91	MILEAGE
010307	04276	KANKAKEE VALLEY POST NEWS	59.35	07 OCT 91	ADVERTISEMENTS
010308	04277	LYNN DAUGHERTY	144.82	07 OCT 91	MILEAGE, TELEPHONE, LIBRARY
010309	04278	MARGE HOHNER	13.00	07 OCT 91	MILEAGE
010310	04279	MARY K. MARTIN	131.93	07 OCT 91	MILEAGE & LIBRARY SUPPLIES
010311	04281	MOOLENAAR & HUGHES	40.00	07 OCT 91	LAWN CARE -- DEMOTTE
010312	04282	MUSIC WHOLESALERS	44.00	07 OCT 91	COMPACT DISCS
010313	04283	NATIONAL GEOGRAPHIC SOCIETY	13.95	07 OCT 91	BOOKS
010314	04284	NATIONAL GEOGRAPHIC SOCIETY	69.15	07 OCT 91	BOOKS
010315	04285	DOMS DISPOSAL SERVICE INC.	13.20	07 OCT 91	TRASH PICK-UP--DEMOTTE
010316	04286	OXFORD UNIVERSITY PRESS	17.68	07 OCT 91	BOOKS
010317	04287	PAULA BAUGH	11.00	07 OCT 91	MILEAGE
010318	04288	PERNA-BOUND	95.90	07 OCT 91	BOOKS
010319	04289	PHILIP HOWARD	97.50	07 OCT 91	MOWING & TRIM SHRUBS -- WHEA
010320	04290	POSTMASTER GENERAL	211.00	07 OCT 91	POSTAGE
010321	04291	QUILL	111.24	07 OCT 91	EQUIPMENT-DEM & JANITORIAL S
010322	04292	JACK KELLOGG	16.50	07 OCT 91	PADLOCKS -- DEMOTTE
010323	04293	RENSSELAER PRINTCO	35.49	07 OCT 91	STATIONERY
010324	04294	R.R. BOWKER	199.45	07 OCT 91	BOOKS
010325	04295	SECURITY COURIERS, INC.	715.00	07 OCT 91	TRANSPORT BETWEEN BRANCHES
010326	04296	SMITH TRUE VALUE FARM STORE	36.33	07 OCT 91	RAID FUMIGATOR
010327	04297	TEETERS CULLIGAN	43.30	07 OCT 91	COOLER RENTAL & WATER
010328	04298	THE TIMES	31.20	07 OCT 91	NEWSPAPER -- DEMOTTE
010329	04299	TOWN & COUNTRY MUTUAL INS. C	980.00	07 OCT 91	WORKERS COMPENSATION POLICY
010330	04300	VAN STRICKLIN	20.00	07 OCT 91	REPAIR VIDEOCASSETTES
010331	04301	WALLMANN'S	13.50	07 OCT 91	PAPER TOWELS -- RENSSELAER
010332	04302	THE L.O.M. CORPORATION	12517.34	07 OCT 91	ARCHITECTURAL SERVICES
010333	04303	IRA C. MAST & SON, INC.	18000.00	07 OCT 91	RENSSELAER & DEMOTTE CONSTRU
010334	04304	JACK KELLOGG	1280.00	07 OCT 91	CONSTRUCTION MANAGER
010335	04305	MOODY'S INVESTORS SERVICE	5000.00	07 OCT 91	BOND RATING
010336	04306	BAINBRIDGE BANK NOTE CO., IN	1939.39	07 OCT 91	PRINTING THE BONDS
010337	04307	DUMAS & MURIARTY	39507.52	07 OCT 91	LEGAL SERVICES WITH BUILDING

--TOTAL AMOUNT OF CLAIMS-- 120177.01

ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 3 pages, and except for claims not allowed as shown on the Register, such claims are hereby allowed in the total amount of 120177.01. Dated 07 OCT 91.

_____	_____
_____	_____
_____	_____
_____	_____

APPROPRIATION REPORT

----- JASPER COUNTY PUBLIC LIBRARY -----

07 OCT 91

OPERATING FUND ACCT #	DESCRIPTION	ANNUAL APPROPRIATION	CHANGE TO APPROPRIATION	CURRENT APPROPRIATION	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	APPROPRIATION BALANCE	% SPENT Y-T-D
1.11	SALARY OF LIBRARIAN	33920.00	.00	33920.00	2826.68	25440.12	8479.88	75%
1.12	SALARY OF ASSISTANTS	266765.00	.00	266765.00	21669.52	196346.39	70418.61	74%
1.13	WAGES OF JANITORS	15520.00	.00	15520.00	704.18	7868.01	7651.99	51%
1.21	EMPLOYER'S SHARE-FICA	24172.00	.00	24172.00	1927.82	17568.67	6603.33	73%
1.22	UNEMPLOYMENT COMPENSATION	2000.00	.00	2000.00	.00	1595.69	404.31	80%
1.23	EMPLOYER'S CONTRIBUTION - PERF	16931.00	.00	16931.00	.00	13221.66	3709.34	78%
1.24	EMPLOYER'S CONTRIBUTION - INS.	6000.00	.00	6000.00	.00	600.00	5400.00	10%
1.31	OTHER PERSONAL SERVICES	2000.00	.00	2000.00	.00	.00	2000.00	0%
2.11	OFFICIAL RECORDS	1000.00	.00	1000.00	.00	497.24	502.76	50%
2.12	STATIONERY AND PRINTING	900.00	.00	900.00	35.49	344.49	555.51	38%
2.13	OTHER OFFICE SUPPLIES	3250.00	.00	3250.00	109.46	1398.29	1851.71	43%
2.21	CLEANING & SANITATION SUPPLIES	3900.00	.00	3900.00	108.55	1800.93	2099.07	46%
2.22	FUEL, OIL & LUBRICANTS	100.00	.00	100.00	.00	4.40	95.60	4%
2.23	OTHER OPERATING SUPPLIES	100.00	.00	100.00	.00	.00	100.00	0%
2.31	BUILDING MATERIALS & SUPPLIES	750.00	.00	750.00	30.15	120.84	629.16	16%
2.32	PAINT AND PAINTING SUPPLIES	200.00	.00	200.00	.00	5.69	194.31	3%
2.33	REPAIR PARTS	250.00	.00	250.00	.00	317.90	-67.90	127%
2.41	LIBRARY SUPPLIES	8000.00	.00	8000.00	1513.15	6184.99	1815.01	77%
2.42	OTHER SUPPLIES	2000.00	.00	2000.00	.00	988.15	1011.85	49%
3.11	CONSULTING SERVICES	1000.00	1790.00	2790.00	.00	1790.00	1000.00	64%
3.12	ENGINEERING & ARCH. SERVICES	1000.00	155851.25	156851.25	.00	155851.25	1000.00	99%
3.13	LEGAL SERVICES	1500.00	.00	1500.00	.00	.00	1500.00	0%
3.14	OTHER PROFESSIONAL SERVICES	5500.00	6291.88	11791.88	1165.00	11493.20	298.68	97%
3.21	TELEPHONE	9000.00	.00	9000.00	631.69	5148.50	3851.50	57%
22	POSTAGE	3500.00	.00	3500.00	211.00	2213.28	1286.72	63%
3.23	TRAVELING EXPENSE	5000.00	.00	5000.00	356.75	2394.60	2605.40	48%
3.24	PROFESSIONAL MEETINGS	6000.00	.00	6000.00	361.00	2587.74	3412.26	43%
3.25	FREIGHT	200.00	.00	200.00	.00	.00	200.00	0%
3.31	ADVERTISING & PUBLIC NOTICES	1500.00	408.28	1908.28	59.35	1223.58	684.70	64%
3.32	OTHER PRINTING	500.00	.00	500.00	.00	.00	500.00	0%
3.41	OFFICIAL BONDS	1000.00	.00	1000.00	.00	250.00	750.00	25%
3.42	OTHER INSURANCE	7000.00	.00	7000.00	980.00	6511.80	488.20	93%
3.51	GAS	7000.00	.00	7000.00	23.66	2436.65	4563.35	34%
3.52	ELECTRICITY	18000.00	.00	18000.00	1171.60	9482.95	8517.05	53%
3.53	WATER	500.00	.00	500.00	116.89	651.44	-151.44	130%
3.54	WASTE DISPOSAL SERVICES	500.00	.00	500.00	95.78	488.74	11.26	98%
3.61	BUILDING & STRUCTURES	7500.00	.00	7500.00	20.00	5974.51	1525.49	80%
3.62	EQUIPMENT	1000.00	.00	1000.00	20.00	828.40	171.60	83%
3.71	REAL ESTATE	1.00	.00	1.00	.00	.00	1.00	0%
3.72	EQUIPMENT	1000.00	.00	1000.00	25.40	295.10	704.90	30%
3.91	DUES	800.00	.00	800.00	.00	898.15	-98.15	112%
3.92	INTEREST ON TEMPORARY LOANS	1.00	.00	1.00	.00	.00	1.00	0%
3.93	TAXES & ASSESSMENTS	1.00	40.74	41.74	.00	40.74	1.00	98%
3.94	TRANSFER TO LRF	70000.00	.00	70000.00	.00	70000.00	.00	100%
3.95	LAWN CARE & MAINTENANCE CONT.	7000.00	.00	7000.00	458.77	6578.32	421.68	94%
3.96	PETTY CASH	120.00	.00	120.00	.00	.00	120.00	0%
3.97	INTERVIEWING & MOVING EXP.	250.00	.00	250.00	.00	.00	250.00	0%
4.1	LAND	1.00	.00	1.00	.00	.00	1.00	0%
4.2	BUILDINGS	1.00	.00	1.00	.00	.00	1.00	0%
3	IMPROVEMENTS OTHER THAN BUILD.	.00	1000.00	1000.00	.00	1000.00	.00	100%
4.4	FURNITURE & EQUIPMENT	15000.00	.00	15000.00	150.07	3912.53	11087.47	26%
4.51	BOOKS	100000.00	.00	100000.00	7667.80	58728.04	41271.96	59%
4.52	PERIODICALS & NEWSPAPERS	25300.00	.00	25300.00	87.20	18816.42	6483.58	74%
4.53	NONPRINTED MATERIALS	19500.00	.00	19500.00	202.44	8786.87	10713.13	45%
4.61	BOOKS ENCUMBERED	7354.30	.00	7354.30	.00	4441.33	2912.97	60%
	-TOTAL-	711287.30	165382.15	876669.45	42729.40	657127.60	219541.85	75%

RECEIPT BREAKDOWN FOR
OCTOBER 7, 1991

FINES and FEES..... 816.11

DeMotte	308.50
Rensselaer	310.91
Wheatfield	196.70

PHOTOCOPIES..... 462.65

DeMotte	196.10
Rensselaer	154.00
Wheatfield	112.55

CARDS..... 5.00

DeMotte	.50
Rensselaer	3.50
Wheatfield	1.00

INTEREST..... 309.62

GIFT FUNDS..... 30.00

DeMotte	0.00
Rensselaer	0.00
Wheatfield	30.00

TOTAL AMOUNT OF RECEIPTS..... 1623.38

MINUTES.....AUGUST 19, 1991
Rensselaer Library Library Board Meeting
7:00 PM

Present: Miriam Lawyer, Barbara Leestma, Wanda Stewart, Marge Hohner,
Bob Souza

Concerned by the bids which totalled \$311,000 or more above cost estimates, K. Rothenberger, LOM architect, noted factors found to have been the causes:

1. Union wage scale established for northwest Indiana was 10%-15% higher than one for central Indiana. LOM estimators did not take this into consideration.
2. Additional parking lot at DeMotte was not a part of original estimate
3. Investigations taking place after original estimates were made resulted in plans to replace the existing DeMotte roof and remove Rensselaer school foundation walls. Extra cost is involved.

K. Rothenberger then recommended that the Board award the general construction contract to Ira C. Mast & Son, Inc., on the condition that the company submit for the architect's approval a complete list of suppliers and subcontractors. The Board unanimously approved the architect's recommendation, on a motion by B. Souza, seconded by W. Stewart, with the further stipulation that awarding of the contract is contingent on the sale and closing on the bonds.

The Board further resolved to accept the recommendation of the architect to award the contract for mechanical work to Circle R Mechanical on a motion by B. Souza, seconded by B. Leestma.

The Board awarded the contract for electrical work to Circle R Electrical following a motion by B. Souza, seconded by M. Hohner.

On the architect's recommendation and a motion by B. Leestma, seconded by B. Souza, the Board resolved to award the Library Equipment contract to Robbins-Loman Group.

The Board directed the architect to write previously proposed alternates into the contract so that they may be incorporated into the building project if funds are available.

All bids were awarded to the lowest bidder. See attached page for architect's bid recommendations.

The meeting was adjourned at 8:15 PM on a motion by B. Souza, seconded by B. Leestma.

Note: Minutes amended as above, 10/7/91.

Miriam Lawyer
Barbara Leestma

MINUTES.....SEPTEMBER 3, 1991
Rensselaer Library Library Board Meeting
7:00 PM

Present: Miriam Lawyer, Wil Doty, Wanda Stewart, Marge Hohner, Mary Linda Casey, Bob Souza, Lynn Daugherty, Mary Martin

Framed art donation: Karen Hood, president of the Eta Nu chapter of Psi Iota Xi, presented the Board with a painting to be placed in the new Rensselaer Library. The painting was purchased from the 1991 Hoosier Art Salon by the sorority's national office. The painting was unanimously accepted with pleasure by the Library Board on a motion by W. Doty, seconded by W. Stewart.

Rensselaer fencing: Pursuant to information previously provided, on a motion by M.L. Casey, seconded by W. Stewart, the Board agreed to the hiring of T & J Repair to repair holes in the security fence around the new Rensselaer Library property. T & J Repair will complete this work free of charge in exchange for receiving possession of all the fencing that will be removed after completion of the new building.

Minutes: The minutes of the August 5, 19 and 20 board meetings and of the August 26 budget hearing were approved on a motion by W. Stewart, seconded by M. Hohner.

Bills, Financial Statements: Bills and payroll were approved on a motion by W. Doty, seconded by M. Hohner.

Director's Report: The Director noted the overall increase in circulation at JCPL. After considerable discussion, permission for the DeMotte staff to close the library to attend a reference workshop rather than District meeting this year was granted on a motion by W. Stewart, seconded by B. Souza. Voting in favor were B. Souza, W. Stewart, M. Hohner, M. Lawyer. Voting against were M.L. Casey and W. Doty.

Building project: The Director noted that she has been gathering information from library interior designers to determine who should be selected to help the library write specifications and bid the loose furnishings portion of the construction project. A full report will be given at the October meeting.

Groundbreaking plans were detailed and informally approved.

Budget: The 1992 library budget was unanimously approved as advertised on a motion by M.L. Casey, seconded by B. Souza.

Automation update: Mary Martin explained to the Board the ramifications of the probable cut in the automation budget and the options that still exist in regards to the automation of the library. The Board agreed with her recommendation to continue with the data conversion project and to proceed with plans for providing an automated circulation system at all three libraries.

Wheatfield business: The Director noted that the Wheatfield Lions are agreeable to the Library using a portion of the old library building to store materials and equipment from the DeMotte basement during construction. She also noted that gutters have been completely

installed and that landscaping will be tended to when suitable weather begins. It was suggested that a higher edging be considered on the south side of the library to help contain the stone.

Rensselaer Business: No Rensselaer business was noted.

DeMotte business: The Director reported that investigation had shown that storing DeMotte materials at Wheatfield was the safest and most cost-effective storage method available. Video equipment will be stored in the new Wheatfield Library. The Board agreed to label DeMotte's tables and chairs with "JCPL" and then let the DeMotte A.A. group use the tables and chairs while the library's meeting room is being reconstructed.

Furnishings still available for sale should be advertised on the local radio station and in local newspaper ads, the Board decided.

The Board adjourned at 9:15 PM on a motion by B. Souza.

Miriam Souza
Barbara Leestma

NOTICE TO TAXPAYERS OF PROPOSED ADDITIONAL APPROPRIATIONS

Notice is hereby given the taxpayers of Jasper County Public Library, Jasper County, Indiana, that the proper legal officers of said municipal corporation at their regular meeting place at 7 o'clock P.M., on the 4th day of November, 1991, will consider the following additional appropriations in excess of the budget for the current year.

<u>FUND</u>	<u>AMOUNT APPROPRIATED</u>
LIBRARY OPERATING FUND	
3 Other services & charges	\$164,382.15
4 Capital outlays	1,000.00

These appropriations are made from additional receipts.

WHEATFIELD BOND & INTEREST
REDEMPTION FUND

3 Other services & charges	1,600.00
----------------------------	----------

This appropriation is to be made from the unappropriated Wheatfield Bond & Interest Redemption Fund balance.

Taxpayers appearing at such meeting shall have a right to be heard thereon. The additional appropriations as finally made will be referred to the State Board of Tax Commissioners, which Board, upon receipt, will hold a further hearing within fifteen days at the county auditor's office of Jasper County, Indiana, or at such other place as may be designated. At such hearing, taxpayers objecting to any of such additional appropriations may be heard. Interested taxpayers may inquire of the county auditor when and where such hearing will be held.

President, Library Board

BID OPENING.....AUGUST 15, 1991
Jasper County Public Library, Rensselaer 7:00 PM

Present: Miriam Lawyer, Wanda Stewart, Bob Souza, board members; Lynn Daugherty, Director; Kim Rothenberger, Architect; Bill Moriarty, attorney; Jack Kellogg, Construction Supervisor

Sealed construction bids were opened for the Rensselaer/DeMotte Building Project. Bids were read, recorded, then taken under advisement by Kim Rothenberger, architect.

Bidders and their bids are listed on succeeding pages.

Miriam Lawyer
Barbara Stewart


The
L O M
Corporation
Indianapolis/Cincinnati

Architects
Planners
Interior Designers

R. K. Lennox
C. M. Oldham
J. G. Ochs
R. Dunkin
D. K. Rothenberger
L. N. Keith

August 19, 1991

89.122.1/89.122.2 D-3

**BID RECOMMENDATIONS FOR
RENSSELAER PUBLIC LIBRARY
ADDITION/RENOVATION OF DEMOTTE PUBLIC LIBRARY**

GENERAL CONSTRUCTION (Ira C. Mast & Son, Inc.)

Base Bid \$ 1,995,000.00

Contract Amount \$ 1,995,000.00

MECHANICAL CONSTRUCTION (Circle "R" Mechanical)

Base Bid \$ 664,800.00

Contract Amount \$ 664,800.00

ELECTRICAL CONSTRUCTION (Circle "R" Electrical)

Base Bid \$ 283,900.00

Contract Amount \$ 283,900.00

LIBRARY EQUIPMENT (Robbins -Loman Group)

Base Bid \$ 141,693.00

Contract Amount \$ 141,693.00

PROJECT TOTAL \$ 3,085,393.00

Respectfully Submitted,

THE L O M CORPORATION

By:


Donald K. Rothenberger

Attachment

cc: Jasper County Public Library Board
Mrs. Miriam Lawyer
Mrs. Lynn Daugherty
Circle Design Group
DKR/TGF/File

DKR/mc

Jasper County Public Libraries				Bid Tab: General Construction			89.122.1 D-3
Rensselaer Public Library				Bid Date: August 15, 1991, 7:00PM			89.122.2 D-3
DeMotte Public Library Addition & Renovation							Page 1 of 4
Bid Item:	H.G. Christman Construction Co.	Gough, Inc.	Hamstra Builders Inc.	Larson-Danielson Const. Co. Inc.	Ira C. Mast & Son Inc.	Mid-States Gen. & Mech. Contracting	
FORM 96 & ATTACHMENT	Included	Included	Included	Included	Included	Included	
FINANCIAL STATEMENT	Included	Included	Included	Included	Included	Included	
BID SECURITY	Included	Included	Included	Included	Included	Included	
ADDENDA 1-5	Included	Included	Included	Included	Included	Included	
BASE BID	\$2,464,000.00	\$3,067,000.00	\$2,116,875.00	\$2,049,900.00	\$1,995,000.00	\$2,146,200.00	
Alt. A-1: Roof Shingle Upgrade	+ \$2,500.00	+ \$2,000.00	+ \$3,876.00	+ \$2,600.00	+ \$1,800.00	+ \$3,800.00	
Alt. A-2: Brick Pavers	+ \$18,200.00	+ \$14,000.00	+ \$10,176.00	+ \$12,600.00	+ \$11,950.00	+ \$15,200.00	
Alt. A-3: L.P. Casework Upgrade	- 0 -	+ \$800.00	+ \$844.00	- 0 -	+ \$800.00	+ \$780.00	
Alt. A-4: 2x2 Ceiling Tiles	+ \$6,200.00	+ \$4,000.00	+ \$3,000.00	+ \$3,700.00	+ \$2,500.00	+ \$3,800.00	
Alt. A-5: Additional Parking (Rensselaer)	+ \$17,000.00	+ \$14,000.00	+ \$13,614.00	+ \$9,500.00	+ \$12,200.00	+ \$6,300.00	
Face Brick Quantity (Rensselaer)	52,900	52,800	55,000	52,900	52,900	52,900	
Colored Masrony Cemnt. Quant. (Rensselaer)	400 Bags	374 Bags	250 Bags	400 Bags	400 Bags	400 Bags	
Unit Cost: Bag Colored Cement (Rensselaer)	\$4.50 / Bag	\$5.70 / Bag	\$4.55 / Bag	\$4.50 / Bag	\$4.50 / Bag	\$4.50 / Bag	
Face Brick Quantity (DeMotte)	42,700	38,000	48,000	42,700	42,700	42,700	
Colored Masonry Cement Quantity (DeMotte)	330 Bags	295 Bags	218 Bags	330 Bags	330 Bags	330 Bags	
Unit Cost: Bag Colored Cement (DeMotte)	\$4.50 / Bag	\$5.70 / Bag	\$4.55 / Bag	\$4.50 / Bag	\$4.50 / Bag	\$4.50 / Bag	
U.C.-1: Remove Unstable Soil (Rensselaer)	\$8.50 / CY	\$16.00 / CY	\$20.00 / CY	\$9.50 / CY	\$9.50 / CY	\$50.00 / CY	
U.C.-2: Remove Unstable Soil (DeMotte)	\$8.50 / CY	\$16.00 / CY	\$20.00 / CY	\$3.50 / CY	\$9.50 / CY	\$50.00 / CY	
Time of Completion (Rensselaer)	400 Days	450 Days	260 Days	400 Days	360 Days	330 Days	
Time of Completion (DeMotte)	400 Days	450 Days	260 Days	* 460 Days	360 Days	330 Days	
Vol Alt V-1: Combine Gen. & Mechanical			\$2,786,815.00				
Vol Alt V-2: Combine Gen. & Electrical			\$2,440,683.00	\$2,482,000.00			
Vol Alt V-3: Combine Gen., Mech. & Elect.			\$3,110,623.00	\$3,227,000.00			
Total	\$2,464,000.00	\$3,067,000.00	\$2,116,875.00	\$2,049,900.00	\$1,995,000.00	\$2,146,200.00	

*406 Days
For V-3

Jasper County Public Libraries				Bid Tab: Mechanical Construction			89.122.1 D-3
Rensselaer Public Library				Bid Date: August 15, 1991, 7:00PM			89.122.2 D-3
DeMotte Public Library Addition & Renovation							Page 2 of 4
Bid Item:	Burton Mechanical Contractors	Circle "R" Mechanical	Hamstra Builders Inc.	Larson - Danielson Const. Co. Inc.	O.J. Shoemaker Inc.		
FORM 96 & ATTACHMENT	Included	Included	Included	Included	Included		
FINANCIAL STATEMENT	Included	Included	Included	Included	Included		
BID SECURITY	Included	Included	Included	Included	Included		
ADDENDA 1-5	Included	Included	Included	Included	Included		
BASE BID	\$717,500.00	\$664,800.00	(see Gen V-1)	\$850,000.00	\$769,930.00		
Alt. M-1: Humidifiers	+ \$7,800.00	+ \$13,100.00	+ \$8,540.00	+ \$8,000.00	+ \$9,025.00		
U.C.-1: Well drilling & Installation (DeMotte)	\$15.50 / LF	* \$15.50 / LF	\$13.00 / LF	* \$17.00 / LF	\$16.00 / LF		
Material List	Included	Included	Included	Included	Not Included		
Time of Completion (Rensselaer)	With G.C.	With G.C.	260 Days	400 Days	360 Days		
Time of Completion (DeMotte)	With G.C.	With G.C.	260 Days	406 Days	360 Days		
Vol Alt V-1: Combine Mech. & Elect.	- \$3,500.00						
Vol Alt V-2:							
Vol Alt V-3:							
Total	\$717,500.00	\$664,800.00	(see Gen V-1)	\$850,000.00	\$769,930.00		

*\$1,100.00 Min.

*\$1,800 Min.

Jasper County Public Libraries					Bid Tab: Electrical Construction				89.122.1 D-3
Rensselaer Public Library					Bid Date: August 15, 1991, 7:00PM				89.122.2 D-3
DeMotte Public Library Addition & Renovation									Page 3 of 4
Bid Item:	Burton Electrical Contractors	Circle "R" Electrical	Hamstra Builders Inc.	Larson - Danielson Const. Co. Inc.					
FORM 96 & ATTACHMENT	Included	Included	Included	Included					
FINANCIAL STATEMENT	Included	Included	Included	Included					
BID SECURITY	Included	Included	Included	Included					
ADDENDA 1-5	Included	Included	Included	Included					
BASE BID	\$292,500.00	\$283,900.00	(see Gen V-2)	\$512,500.00					
Alt. E-1: Connections For Humidifiers	+ \$970.00	+ \$2,465.00	+ \$400.00	+ \$2,640.00					
Alt. E-2: Add'tl Prkng Lot Fixtrs (Rensselaer)	+ \$1,890.00	+ \$2,050.00	+ \$1,500.00	+ \$2,100.00					
Material List	Included	Included	Included	Included					
Time of Completion (Rensselaer)	With G.C.	With G.C.	260 Days	400 Days					
Time of Completion (DeMotte)	With G.C.	With G.C.	260 Days	406 Days					
Vol Alt V-1:									
Vol Alt V-2:									
Vol Alt V-3:									
Total	\$292,500.00	\$283,900.00	(see Gen V-2)	\$512,500.00					

Jasper County Public Libraries				Bid Tab: Library Equipment			89.122.1 D-3
Rensselaer Public Library				Bid Date: August 15, 1991, 7:00PM			89.122.2 D-3
DeMotte Public Library Addition & Renovation							Page 4 of 4
	Lee Co. Inc.	Robbins - Loman Group					
Bid Item:							
FORM 96 & ATTACHMENT	Included	Included					
FINANCIAL STATEMENT	Included	Included					
BID SECURITY	Included	Included					
ADDENDA 1-5	Included	Included					
BASE BID	\$156,925.00	\$141,693.00					
Alt. LE-1: Modulex Signage	No Bid	* + \$9,786.00					
U.C.-1: 42"H Single 10" Shelving	\$123.00	\$113.00					
U.C.-2: 42"H Double 10" Shelving	\$192.00	\$175.00					
U.C.-3: 66"H Single 10" Shelving	\$153.00	\$132.00					
U.C.-4: 66"H Double 10" Shelving	\$227.00	\$210.00					
U.C.-5: 84"H Single 10" Shelving	\$119.00	\$112.00					
U.C.-6: 84"H Double 10" Shelving	\$191.00	** \$176.00					
Time of Completion (Rensselaer)	240 Days	90 Days					
Time of Completion (DeMotte)	240 Days	90 Days					
Vol Alt V-1:							
Vol Alt V-2:							
Vol Alt V-3:							
Total	\$156,925.00	\$141,693.00					

*Signage by InnerFace

**Total unit cost deletions - not to exceed \$5,594.00

Brick and Glass Locations

DeMotte Brick

Lafayette Medical Building

Off 65 South, take Exit 25 right. 1st stop light is
U.S. 52 Bypass Road. Turn right.

On next road past State Farm Bldg (it has fountain out
front), turn right. At next road, turn right.

Go 1 block, it should be there.

Adult & Children's Mental Health Center
Stop 11 & Madison Avenue
Indianapolis, In (southside)

Rensselaer Brick

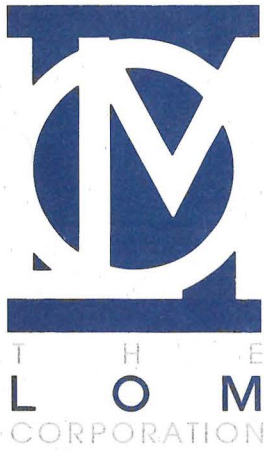
Noblesville Judicial Center (under construction)

De Motte blue glass

Lake Point II
8440 Allison
Indianapolis

82nd Street & Allisonville Rd. Allison Point Business
Park.

Fields SAAB dealership
3 Waukegan Road
Glenview, Illinois



September 18, 1991

89.122.1 & .2 C-7
DeMotte Public Library
Rensselaer Public Library

Mrs. Lynn Daugherty
Rensselaer Public Library
301 North Van Rensselaer Street
Rensselaer, Indiana 47978

Dear Mrs. Daugherty:

Thank you for your interest in having L O M assist with the selection of loose furnishings for the libraries. Using your letter of August 26, 1991 as a guide, we have indicated a breakdown of anticipated hours for each item as follows:

Architects

Planners

Interior Designers

C. M. Oldham

J. G. Ochs

R. Dunkin

D. K. Rothenberger

	<u>TOTAL HOURS</u>
a. Review the furnishing needs and desires of staff and offer suggestions for the best ways to meet these furnishing needs	14
b. Help select the furnishings needed for office and work spaces	12
c. Write specs for refinishing of wood tables and chairs	1
d. Write specs for painting of metal file cabinets	1
e. Develop estimated budget costs for furniture	2
f. Present furniture selections, layout and budget to Director and Building Committee for review and comment (prelim. color boards)	18
g. Present final furniture selections, layout and budget to Library Director and Board for review and approval (final color boards)	22
h. Develop furniture specs and furniture layout	30
i. Assist in obtaining sources for bids and written bid advertisement	1
j. Answer bidders questions during bidding period	N/C
k. Help review and analyze bids (Bid Opening)	4
l. Review bids with Library Director	2

Phone 317 • 298 • 9075

Fax 317 • 298 • 9180

5602 West 73rd Street
Indianapolis, Indiana

4 6 2 7 8 - 1 7 6 4

and Board

- | | |
|--|----|
| m. Assist in awarding bids and preparing contracts with furniture contractors (Bid Recommendation) | 10 |
| n. Walk thru projects with Director and Furniture Contractor, developing a final punch list | 14 |
-

Total Hours.....131

We propose a combined fee on both jobs for the above noted services of\$6,480.00

We believe the scheduling of deliveries and observation of furniture installation might best be coordinated by the library system directly. Installations may be over a period of several days, and the financial savings to the libraries would be significant if we were not on site. If you feel more comfortable with our involvement in these areas as well, the cost would be an additional \$2,250.00 to include:

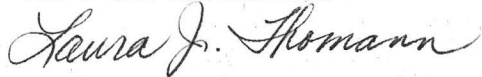
- o. Assist in scheduling deliveries
- p. Observe installation of furniture (two days each library)

Our total fee, with everything included, would be \$8,730.00. Of course we would be happy to include only the services you wish, and would propose an equal split between each project.

If we can be of further help, please call.

Sincerely,

THE L O M CORPORATION



Laura J. Thomann
Interior Designer

LJT/mc

cc: Mrs. Miriam Lawyer
Mrs. Lynn Daugherty
DKR/TGF/LJT/SBJ/File

August 20, 1991

Ms. Lynn Daugherty
Rensselaer Public Library
301 North Van Rensselaer Street
Rensselaer, IN. 47918

RE: Interior Design Services for Selection & Planning of Furniture

Dear Lynn:

Thank you for the time you extended to me last week to review your upcoming project.

Enclosed is our proposed agreement. There are some possible items for your consideration that could reduce our fee:

- 1, Eden Design Associates could work with Worden to develop furniture specifications.
Reduction in EDA fee: \$2,330.00
2. If you and/or your staff could award bids, prepare contracts, schedule deliveries, observe installations and do walk thru - punch list, EDA could make one (1) site visit to each library to observe installations.
Reduction in EDA fee: \$1,240.00

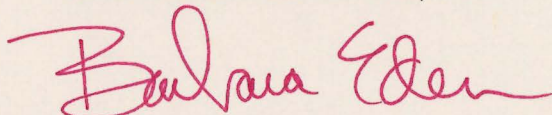
Our estimate of hours is also enclosed for your review. This is to assist you in seeing the commitment of hours that we know are essential to proper planning.

It is my intent to offer the services you feel you require and to offer our expertise in library interior planning to your project. Our goal would be to assure the furniture and layouts best accommodate your needs and reflect your goals.

I look forward to hearing from you. Please call if you have any questions.

Sincerely,

EDEN DESIGN ASSOCIATES, INC.



Barbara Eden, ASID, IBD

BE:jt

enclosures

AGREEMENT FOR INTERIOR DESIGN SERVICES

This Agreement between the Client:

Rensselaer Public Library & DeMotte Branch Library

and Interior Designer: **Eden Design Associates, Inc.**, shall serve to outline the services to be performed by Eden Design Associates, Inc., for:

SCOPE OF SERVICES

- meet with library Director and Staff to determine requirements and to review research staff has done (1 trip to each Library);
- review architectural drawings and specifications;
- review furniture layout design by Architect, offer suggestions to layout;
- coordinate with Architect to help assure proper coordination of furniture plans and building plans;
- select furniture and the furniture finishes and upholsteries, coordinating with interior finishes selected by architect;
- develop estimated budget costs for furniture;
- present furniture selections, layout and budget to Library Director for review and comment (1 trip to Library);
- revise furniture selections and layout as required to reflect Library Director's comments;
- present final furniture selections, layout and budget to Library Director and Board for review and approval (1 trip to Library);
- develop furniture specifications, furniture layout using reproducible floor plan supplied by Architect coded to furniture specifications and bid documents;
- assist client in bid process, obtain sources for bids;
- coordinate with bidders during bidding;
- review and analyze bids;
- review bids with Library Director and Library Board (1 trip to Library);
- assist Client in awarding bids and preparing contracts with furniture contractor(s);
- assist Client in scheduling deliveries;
- observe installation of furniture (2 trips to each site);
- walk thru projects with Library Director and Furniture Contractor. Develop final punch list. (1 trip to each site).

The Client and Interior Designer agree as set forth below:

- I. The Interior Designer shall provide professional Interior Design Services for the Client in accordance with the Terms of this Agreement.
- II. The Client shall compensate the Interior Designer, in accordance with the Terms and Conditions of this Agreement.
 - A. For services as described in SCOPE OF SERVICES, compensation shall be:

Estimated Maximum Fee: \$12,200
(Plus reimbursable expenses and design supplies.)

Based on the following hourly rates:
\$90.00/Hour - Principal Design Time
\$65.00/Hour - Associate Design Time
\$50.00/Hour - Staff Design Time
\$30.00/Hour - Junior Design Time
\$22.00/Hour - Clerical Time

- B. If Project Scope of Interior Design Services are changed materially, or if services covered by this Agreement have not been completed within twelve (12) months of the date hereof, the amount of compensation shall be subject to renegotiation.
 - C. It is understood that this Agreement may be terminated upon seven (7) days written notice by either party to the other. In the event of such termination, or if the Project is suspended or abandoned in whole or in part for more than three (3) months, **Eden Design Associates, Inc.** shall be entitled to full payment for work which has been accomplished as of the date of termination or suspension. All work which has been accomplished as of the date of termination or suspension shall be given to the Client in the form of copies of blueprints, sketches, specifications, samples, etc.

DESIGN FEE ESTIMATE FOR

Rensselaer Public Library & DeMotte Branch Library

SCOPE OF SERVICES

2 @ \$90	\$ 180	--meet with Library Director and Staff to determine requirements and to review research staff has done (2 trips to Library);
3 @ \$45		
(travel)	\$ 135	
10 @ \$50	\$ 500	
6 @ \$25		--review architectural drawings and specifications;
(travel)	\$ 150	
1/2 @ \$90	\$ 45	
4 @ \$50	\$ 200	
10 @ \$50	\$ 500	--review furniture layout designed by Architect, offer suggestions to layout;
5 @ \$50	\$ 250	--coordinate with Architect to help assure proper coordination of furniture plans and building plans;
24 @ \$50	\$1,200	--select furniture and the furniture finishes and upholsteries, coordinating with interior finishes selected by Architect;
4 @ \$22	\$ 88	--develop estimated budget costs for furniture;
8 @ \$50	\$ 400	
10 @ \$30 (presentation of materials)	\$ 300	--present furniture selections, layout and budget to Library Director for review and comment (1 trip to Library);
2 @ \$50 (presentation of materials)	\$ 100	
4 @ \$50		
(meet)	\$ 200	
3 @ \$25		
(travel)	\$ 75	
4 @ \$90	\$ 360	
3 @ \$45		
(travel)	\$ 135	
6 @ \$50	\$ 300	
4 @ \$30	\$ 120	--revise furniture selections and layout as required to reflect Library Director's comments;

Page 2.
Design Fee for Estimate

3 @ \$50	\$ 150	--present final furniture selections, layout and budget to Library Director and Board for review and approval (1 trip to Library);
3 @ \$25		
(travel)	\$ 75	
10 @ \$90	\$ 900	--develop furniture specifications, furniutre layout using reproducible floor plan supplied by Architect coded to furniture specifications and bid documents;
10 @ \$30	\$ 300	
40 @ \$50	\$2,000	
20 @ \$22	\$ 440	
2 @ \$50	\$ 100	--assist client in bid process, obtain sources for bids:
1 @ \$90	\$ 90	
6 @ \$50	\$ 300	--coordinate with bidders during bidding;
1 @ \$90	\$ 90	
8 @ \$22	\$ 176	--review and analize bids;
4 @ \$50	\$ 200	
3 @ \$25		--review bids with Library Director and Library Board (1 trip to Library);
(travel)	\$ 75	
4 @ \$50	\$ 200	
1 @ \$90	\$ 90	--assist Client in awarding bids and preparing contracts with furniture contractor(s);
2 @ \$50	\$ 100	
3 @ \$50	\$ 150	--assist Client in scheduleing deliveries;
8 @ \$50	\$ 400	--observe installation of furniture (2) trips to each site;
12 @ \$25		
(travel)	\$ 300	
8 @ \$50	\$ 400	--walk thru projects with Library Director and Furniture Contractor. Develop final punch list. (1 trip to each site).
6 @ \$25		
(travel)	\$ 150	

Total Estimated
Fee \$11,924
+ Contingency 276

Total Estimated
Fee \$12,200

ARTICLE I

No mark-up is added or commission taken by the Interior Designer on furniture or equipment supplied by Contractors, or ordered direct by the Client from suppliers or manufacturers.

The Interior Designer shall make periodic observations of installation of Interior furnishings specified. Any items which are not in perfect condition when observed will be brought to the Client's attention.

Any purchases of furnishings will be made by the Client through contractual agreements between the Client and Furnishings Source.

It is the responsibility of the Furnishings Contractor(s) to deliver and install all items in perfect condition, free of patent and latent defects.

No fixed limit of furnishings or equipment costs will be established as a condition of the Agreement. The Interior Designer will follow the Client's budget as a criteria of the design.

No deductions shall be made from the Interior Designer's compensation on account of penalty, liquidated damages or other sums withheld from payments to Contractors, or on account of the cost of changes in the work other than those for which the Interior Designer is held legally liable.

The Interior Designer cannot and will not warrant or represent that bids or project costs will not vary from project cost budgets.

The Interior Designer is not responsible for delivery delays which are occasioned by failure of others to meet commitments or for any reason beyond the Interior Designer's control; however, the Interior Designer will use best efforts to expedite all deliveries.

The Interior Designer does not guarantee or warranty any fabric material or other merchandise against wearing, fading, patent or latent defects in design or construction.

The Client is responsible for informing the Interior Designer of any changes which the Client may make in the Project which may affect the work of this Agreement.

Personnel of the Interior Design firm, or their assigns, will be permitted to take photographs of the work and to publicly display them through the news media or otherwise. This will be done only upon approval by the Client, and at a time convenient to the Client. The Client will be given the opportunity to review the photographs that are taken and designate approval as to their use.

Drawings, schedules and specifications shall be the property of the Interior Designer, whether the Project for which they are prepared is executed or not. The Client shall be permitted to retain copies, including reproducible copies and/or computer disks for information and reference in connection with the Client's use and occupancy of the Project. The Interior Designer will retain original tracings, specifications, and computer disks. The drawings, schedules and specifications shall not be used by the Client or by others on other projects, for additions to his project, or for completion of this project by others provided the Interior Designer is not in default under this Agreement, except by agreement in writing and with appropriate compensation to the Interior Designer.

ARTICLE II REIMBURSABLE EXPENSES

Reimbursable Expenses are in addition to the Interior Designer's compensation and include actual expenditures made by the Interior Designer and Consultants (with exception of long distance communications) in the interest of the Project for the expenses listed in the following subparagraphs:

1. Expense of transportation and living expenses in connection with out-of-town travel, as authorized by the Client;
2. Long distance communication expenses to be invoiced to Client at 1-1/2 times the actual long distance charge to Interior Designer;
3. Fees paid for securing approvals of authorities having jurisdiction over the Project, as authorized by the Client;
4. Payment of invoices charged to the Interior Designer for incidental materials and furnishings for the Project, as authorized in writing by the Client;
5. Reproductions and Computer disks, excluding reproductions

for the office use of the Interior Designer;

6. Postage and handling of documents;
7. Renderings, models and mock-ups as authorized by the Client;
8. Expense of overtime work requiring higher than regular rates, if authorized by the Client;
9. Expense of Consulting Services, authorized in advance by the Client;
10. Expense of data processing and photographic production techniques when used in connection with the Project and approved in advance by the Client.

Design Supplies shall be a separate reimbursable expense and shall be invoiced to the Client as a flat rate equal to 3% of Design Fees, billed monthly.

ARTICLE III ADDITIONAL SERVICES

Additional services shall include all the Client authorized services or expenses not included in Scope of Services.

If the Interior Designer is required to render services not contemplated by this Agreement, or incurs other expenses due to changes ordered by the Client after preparation of previously approved documents, or other cause, the Interior Designer shall be compensated for such extra services and/or expenses on a time/material basis, at the rates listed on Page 1, Paragraph A, of this Agreement.

ARTICLE IV PAYMENTS

Payment to the Interior Designer by Client shall be made monthly in accordance with the time expended by the Principal and Employees during the preceding month, and for direct billings which the Interior Designer may receive for the Project for the preceding month. Payment for reimbursable expenses, design supplies and additional expenses will be made from invoice(s) submitted for Interior Design Services, on which these items will be listed. Payment shall be made by

the Client within thirty (30) days after date of invoice. A monthly finance charge of 1-1/2% will be added on past due accounts.

Terms, conditions and covenants herein shall be binding upon and inure to the benefit of the respective heirs, executors, administrators and assigns that the parties hereto.

This Agreement represents the entire and integrated agreement between the Client and the Interior Designer and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the Client and the Interior Designer.

EDEN DESIGN ASSOCIATES, INC.

Barbara J. Eden, ASID, IBD
President

Project Designer

BJE/jt

This Agreement is approved by:

CLIENT: _____

Date: _____

JASPER COUNTY PUBLIC LIBRARY PROGRAMS
SEPTEMBER 1991

	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Children's Programs (0-13)	20	3		23
Number attending	228	50		278
YA Programs (14-17)	5			5
Number attending	103			103
Adult Programs	1	1	1	3
Number attending	18	29	29	76
Senior Citizen Programs				0
Number attending				0
TOTAL NUMBER OF PROGRAMS	26	4	1	31
TOTAL PERSONS ATTENDING	349	79	29	457

[illegible]

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

SEPTEMBER 1991	RENSSELAER	DEMOTTE	WHEATFIELD	TOTAL
REGISTRATIONS				13240
Borrowers--Beginning of month:				13200
Resident	85	78	58	221
Non-resident				0
Expired cards	17	20	29	66
Non-resident, expired				0
Total Registered				13355 13395
REFERENCE QUESTIONS				
Telephone				
Directional	132	83	113	328
Reference	165	174	79	418
In-person				
Directional	242	127	168	537
Reference	345	364	134	843
Total	884	748	494	2126
CENTRAL LIB. LOAN ITEMS FILLED	36	129	78	243
CHECKOUT HISTORY				
In person	21			
Microfilms used	5			
Letters	1			
IN-HOUSE USE OF HARDWARE/SOFTWARE				
Computer agreements	63		87	
Software used	96		131	
VCR Use				
Microforms	8			
Other				
XX				
INTERLIBRARY LOANS(SYSTEM)				
Requests made for:	71	76	11	
Items rec'd for:	58	38	15	
Items outstanding:	13	38	-4	
Items from Ind. libs.	53	31	12	
Items requested by other libraries				
Items supplied to other libraries				
Info requests answered for other libs				
Info requests sent				

[illegible]

NOTICE TO TAXPAYERS OF PROPOSED ADDITIONAL APPROPRIATIONS

Notice is hereby given the taxpayers of Jasper County Public Library, Jasper County, Indiana, that the proper legal officers of said municipal corporation at their regular meeting place at 7 o'clock P.M., on the 4th day of November, 1991, will consider the following additional appropriations in excess of the budget for the current year.

<u>FUND</u>	<u>AMOUNT APPROPRIATED</u>
LIBRARY OPERATING FUND	
3 Other services & charges	\$164,382.15
4 Capital outlays	1,000.00

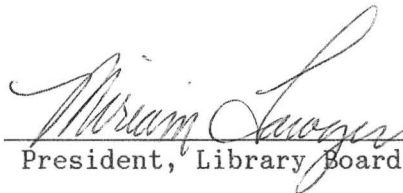
These appropriations are made from additional receipts.

WHEATFIELD BOND & INTEREST
REDEMPTION FUND

3 Other services & charges	1,600.00
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This appropriation is to be made from the unappropriated Wheatfield Bond & Interest Redemption Fund balance.

Taxpayers appearing at such meeting shall have a right to be heard thereon. The additional appropriations as finally made will be referred to the State Board of Tax Commissioners, which Board, upon receipt, will hold a further hearing within fifteen days at the county auditor's office of Jasper County, Indiana, or at such other place as may be designated. At such hearing, taxpayers objecting to any of such additional appropriations may be heard. Interested taxpayers may inquire of the county auditor when and where such hearing will be held.



President, Library Board

AGENDA.....November 4, 1991
Monthly Meeting Rensselaer Library
Jasper County Public Library Board of Trustees
7:00 PM

1. Building Project
 - 1.1 Recommendations on color schemes: K. Rothenberger, L. Thomann
 - 1.2 Dedication plaque
 - 1.3 Storm sewer
2. Minutes
3. Bills/Financial reports
 - 3.1 Bills to be allowed/Paychecks
 - 3.2 Financial statements
 - 3.3 Additional appropriations: hearing
4. Director's report
 - 4.1 Circulation
 - 4.2 Activities
5. Sale of Rensselaer building
6. Wheatfield Business
 - 6.1 Meeting room carpet
7. DeMotte Business
8. Rensselaer Business
9. Adjournment
10. Executive session to discuss employee job performance

Information for Dedication Plaques

Board members' names in alphabetical order:

Mary Linda Casey
Wilbur D. Doty
Margaret Hohner
Miriam Lawyer
Barbara Leestma
Robert Souza
Wanda Stewart

Director: Lynn Daugherty

Architect:

Engineers:

Contractors (3):

Construction Supervisor: Jack Kellogg ??

Attorney: William J. Moriarty, Jr. ??

MINUTES.....OCTOBER 7, 1991
Rensselaer Library Library Board Meeting
7:00 PM

Present: Miriam Lawyer, Barbara Leestma, Wanda Stewart, Mary Linda Casey, Bob Souza, Lynn Daugherty

Minutes: The minutes of the August 15 meeting, amendment to minutes of the August 19 meeting, and minutes of the September 3 board meeting were approved on a motion by B. Souza, seconded by B. Leestma. The minutes for the August 15 meeting were approved with the addition of Marge Hohner to the list of those present.

Bills, Financial Statements: Bills and payroll were approved on a motion by W. Stewart, seconded by B. Souza. This motion included approval of the payment of an additional \$1,480 to the architect for design work on the additional DeMotte parking lot.

The financial statements for September and October were approved on a motion by W. Stewart, seconded by M. L. Casey.

The Board, on a motion by B. Souza, seconded by B. Leestma, approved the salary of new Rensselaer page Colleen Mathews as recommended by the Director.

Additional appropriations: The Board voted, on a motion by B. Souza, seconded by B. Leestma, to advertise a public hearing on additional appropriations to be held at the November board meeting. The added appropriations to the Operating Fund would be for the purpose of receiving permission to spend for normal operations of the library those monies previously spent for construction expenses incurred before Construction monies were available for use. These monies have now been paid back to the Operating Fund from the Construction Fund. Wheatfield Bond Fund monies are also needed to pay registrar fees. (Notice to Taxpayers is attached)

Audit report: The Director noted that the State auditors had written only one basic complaint about the library's financial recordkeeping. Because of a state law forbidding paying for days not yet worked, paying salaried personnel in 24 equal amount paychecks on the 15th and last day of the month, and paying for time worked in those periods is not possible. In the month of February, for instance, fewer than 15 days are worked in the pay period. Checks should reflect this.

The Board voted unanimously, on a motion by B. Souza, seconded by M.L. Casey, to pay employees 24 times annually, on the 10th and 25th of each month, for work completed between the 16th and last day of the month, and first and 15th of the month, respectively. This new pay schedule would begin January 1, 1992, and all payments will be based on the number of hours worked. The Board agreed to let this change be instituted gradually, so that January 6 will be the payday for time worked between December 16 and December 31. In this way a very long time period will not exist between the last payment under the old pay schedule and the first payment under the new schedule.

The auditors also suggested various recordkeeping procedures which would make their job easier or which would make our recordkeeping more technically correct. The library will implement as many of these suggestions as possible.

Director's Report: The Director noted a continued increase in circulation at all three libraries for the month. The Board indicated a concern that programs for school aged children and young adults be offered during the school year. Special concern was expressed for the middle school years when library use drops off radically. L. Daugherty reported that several staff

members had attended workshops addressing this problem and an increase in such programs could be expected.

Budget hearing: L. Daugherty reported that the budget hearing had gone well and the hearing officer had stated that the budget could be fully funded.

Building Project: At DeMotte, 2/3 of the footings have been poured, laying of foundation blocks will begin later this week and steel columns will be erected beginning October 14. At Rensselaer, backfilling of the basement should begin this week. October 15 is the target date for completion of filling, compacting and leveling of the ground and laying out for foundations.

The Board, on a motion by M.L. Casey, seconded by W. Stewart, authorized the Director to o.k. change orders of up to \$5000 per order without prior o.k. from the Board.

The Board voted, following a motion by B. Leestma, seconded by W. Stewart, to hire L O M as the interior designer for the two libraries.

DeMotte business: The Director noted that basement materials from DeMotte had been moved to the old Wheatfield Library that day. Staff reported that the Lions Club had been very accommodating in rearranging their property in the room and that the library materials had been stored neatly in a smaller area than expected.

Rensselaer business: Window washing at Rensselaer has been completed. B. Souza asked that Kim Garwood be given the task of working with Rensselaer citizens to restore the Rensselaer Friends of the Library.

The meeting was adjourned on a motion by B. Souza, seconded by B. Leestma.

Miriam Souza
Barbara Leestma

FINANCIAL STATEMENT
JASPER COUNTY PUBLIC LIBRARY

NOVEMBER 4, 1991

	Beginning Balance	Receipts	Disbursements	Ending Balance
Operating Fund	103147.51	3683.97	50824.90	56006.58
Gift Funds				
DeMotte	4073.31	90.00	17.73	4145.58
Rensselaer	1959.58	0.00	3.28	1956.30
Wheatfield	823.36	30.00	0.00	853.36
Bond and Interest Funds				
Rensselaer & DeMotte	25040.06	0.00	0.00	25040.06
Wheatfield	19199.11	0.00	0.00	19199.11
LIBF Fund	19049.73	0.00	0.00	19049.73
County Cash Funds				
DeMotte	30.00	0.00	0.00	30.00
Rensselaer	60.00	0.00	0.00	60.00
Wheatfield	30.00	0.00	0.00	30.00
Reciprocal Borrowing Fund	0.00	0.00	0.00	0.00
Levy Excess Fund	0.00	0.00	0.00	0.00
Construction Fund	3637952.42	15149.86	145756.74	3507345.54
P.E.R.F.	1987.04	0.00	1321.48	665.56
Reserve for Insurance	706.11	0.00	706.11	0.00
TOTAL ALL FUNDS	3814058.23	18953.83	198630.24	3634381.82

APPROPRIATION REPORT
----- JASPER COUNTY PUBLIC LIBRARY -----

04 NOV 91

OPERATING FUND ACCT #	DESCRIPTION	ANNUAL APPROPRIATION	CHANGE TO APPROPRIATION	CURRENT APPROPRIATION	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	APPROPRIATION BALANCE	% SPENT Y-T-D
1.11	SALARY OF LIBRARIAN	33920.00	.00	33920.00	5653.36	28266.60	5653.20	83%
1.12	SALARY OF ASSISTANTS	266765.00	.00	266765.00	43231.41	217908.28	48856.72	82%
1.13	WAGES OF JANITORS	15520.00	.00	15520.00	1409.36	8572.19	6947.81	55%
1.21	EMPLOYER'S SHARE-FICA	24172.00	.00	24172.00	3847.46	19488.31	4683.69	81%
1.22	UNEMPLOYMENT COMPENSATION	2000.00	.00	2000.00	149.84	1745.53	254.47	87%
1.23	EMPLOYER'S CONTRIBUTION - FEFF	16931.00	.00	16931.00	4200.80	17422.46	-491.46	103%
1.24	EMPLOYER'S CONTRIBUTION - INS.	6000.00	.00	6000.00	740.53	1340.53	4659.47	22%
1.31	OTHER PERSONAL SERVICES	2000.00	.00	2000.00	.00	.00	2000.00	0%
2.11	OFFICIAL RECORDS	1000.00	.00	1000.00	375.07	872.31	127.69	87%
2.12	STATIONERY AND PRINTING	900.00	.00	900.00	35.49	344.49	555.51	38%
2.13	OTHER OFFICE SUPPLIES	3250.00	.00	3250.00	269.59	1558.42	1691.58	48%
2.21	CLEANING & SANITATION SUPPLIES	3900.00	.00	3900.00	163.82	1856.20	2043.80	48%
2.22	FUEL, OIL & LUBRICANTS	100.00	.00	100.00	.00	4.40	95.60	4%
2.23	OTHER OPERATING SUPPLIES	100.00	.00	100.00	.00	.00	100.00	0%
2.31	BUILDING MATERIALS & SUPPLIES	750.00	.00	750.00	30.15	120.84	629.16	16%
2.32	PAINT AND PAINTING SUPPLIES	200.00	.00	200.00	.00	5.69	194.31	3%
2.33	REPAIR PARTS	250.00	.00	250.00	.00	317.90	-67.90	127%
2.41	LIBRARY SUPPLIES	8000.00	.00	8000.00	1619.32	6291.16	1709.84	79%
2.42	OTHER SUPPLIES	2000.00	.00	2000.00	167.40	1155.55	844.45	58%
3.11	CONSULTING SERVICES	1000.00	1790.00	2790.00	.00	1790.00	1000.00	64%
3.12	ENGINEERING & ARCH. SERVICES	1000.00	155851.25	156851.25	.00	155851.25	1000.00	99%
3.13	LEGAL SERVICES	1500.00	.00	1500.00	.00	.00	1500.00	0%
3.14	OTHER PROFESSIONAL SERVICES	5500.00	6291.88	11791.88	2015.00	12343.20	-551.32	105%
3.21	TELEPHONE	9000.00	.00	9000.00	1243.81	5760.62	3239.39	64%
3.22	POSTAGE	3500.00	.00	3500.00	384.24	2386.52	1113.48	68%
3.23	TRAVELING EXPENSE	5000.00	.00	5000.00	717.40	2755.25	2244.75	55%
3.24	PROFESSIONAL MEETINGS	6000.00	.00	6000.00	515.50	2742.24	3257.76	45%
3.25	FREIGHT	200.00	.00	200.00	.00	.00	200.00	0%
3.31	ADVERTISING & PUBLIC NOTICES	1500.00	498.28	1908.28	85.91	1250.14	658.14	66%
3.32	OTHER PRINTING	500.00	.00	500.00	.00	.00	500.00	0%
3.41	OFFICIAL BONDS	1000.00	.00	1000.00	.00	250.00	750.00	25%
3.42	OTHER INSURANCE	7000.00	.00	7000.00	986.08	6517.88	482.12	93%
3.51	GAS	7000.00	.00	7000.00	130.30	2543.29	4456.71	36%
3.52	ELECTRICITY	18000.00	.00	18000.00	2479.15	10790.50	7209.50	60%
3.53	WATER	500.00	.00	500.00	174.12	708.67	-208.67	142%
3.54	WASTE DISPOSAL SERVICES	500.00	.00	500.00	151.36	544.32	-44.32	109%
3.61	BUILDING & STRUCTURES	7500.00	.00	7500.00	742.00	6696.51	803.49	89%
3.62	EQUIPMENT	1000.00	.00	1000.00	364.65	1173.05	-173.05	117%
3.71	REAL ESTATE	1.00	.00	1.00	.00	.00	1.00	0%
3.72	EQUIPMENT	1000.00	.00	1000.00	50.80	320.50	679.50	32%
3.91	DUES	800.00	.00	800.00	.00	898.15	-98.15	112%
3.92	INTEREST ON TEMPORARY LOANS	1.00	.00	1.00	.00	.00	1.00	0%
3.93	TAXES & ASSESSMENTS	1.00	40.74	41.74	.00	40.74	1.00	98%
3.94	TRANSFER TO LIRF	70000.00	.00	70000.00	.00	70000.00	.00	100%
3.95	LAWN CARE & MAINTENANCE CONT.	7000.00	.00	7000.00	1021.72	7141.27	-141.27	102%
3.96	PETTY CASH	120.00	.00	120.00	.00	.00	120.00	0%
3.97	INTERVIEWING & MOVING EXP.	250.00	.00	250.00	.00	.00	250.00	0%
4.1	LAND	1.00	.00	1.00	.00	.00	1.00	0%
4.2	BUILDINGS	1.00	.00	1.00	.00	.00	1.00	0%
4.3	IMPROVEMENTS OTHER THAN BUILD.	.00	1000.00	1000.00	.00	1000.00	.00	100%
4	FURNITURE & EQUIPMENT	15000.00	.00	15000.00	600.01	4362.47	10637.53	29%
4.51	BOOKS	100000.00	.00	100000.00	17115.57	68175.81	31824.19	68%
4.52	PERIODICALS & NEWSPAPERS	25300.00	.00	25300.00	443.20	19172.42	6127.58	76%
4.53	NONPRINTED MATERIALS	19500.00	.00	19500.00	2440.88	11025.31	8474.69	57%
4.61	BOOKS ENCUMBERED	7354.30	.00	7354.30	.00	4441.33	2912.97	60%
	-TOTAL-	711287.30	165382.15	876669.45	93554.30	707952.50	168716.95	81%

{-----BANK BALANCES-----}

DATE {04 NOV 91}

A1 {BANK ONE CHECKING	}	B1 {	79530.93}
A2 {CONSTRUCTION FUND SAVINGS ACCT}	}	B2 {	3505345.54}
A3 {CERTIFICATE OF DEPOSIT #2	}	B3 {	.00}
A4 {FIRST OF AMERICA	}	B4 {	13177.04}
A5 {DEMOTE STATE BANK	}	B5 {	15658.07}
A6 {INDIANA FEDERAL	}	B6 {	18057.01}
A7 {LAFAYETTE NATIONAL BANK	}	B7 {	2613.23}
A8 {	}	B8 {	.00}
A9 {	}	B9 {	.00}
TOTAL		B10{	3634381.82}

RECEIPT BREAKDOWN FOR
NOVEMBER 4, 1991

FINES and FEES..... 1150.42

DeMotte	347.15
Rensselaer	549.37
Wheatfield	253.90

PHOTOCOPIES..... 702.59

DeMotte	306.30
Rensselaer	254.99
Wheatfield	141.30

CARDS..... 33.50

DeMotte	31.00
Rensselaer	2.00
Wheatfield	.50

INTEREST..... 16553.66

GIFT FUNDS..... 120.00

DeMotte	90.00
Rensselaer	0.00
Wheatfield	30.00

REFUND FROM NIALSA -- postage for interlibrary loan... 142.66

KANKAKEE VALLEY SCHOOL CORP. -- purchase of land..... 1.00

SALE OF DEMOTTE CABINETS..... 250.00

TOTAL AMOUNT OF RECEIPTS..... 18953.83

CHECK REGISTER
 ----- JASPER COUNTY PUBLIC LIBRARY -----
 301 N. VAN RENSSELAER STREET
 RENSSELAER, IN 47978
 04 NOV 91

PAGE 1

Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
001630	4326	PAULA L. BAUGH	290.16	15 OCT 91	PAYROLL
001631	4309	JULIE BRAY	572.01	15 OCT 91	PAYROLL
001632	4318	GLENDA BROWN	419.73	15 OCT 91	PAYROLL
001633	4334	MELISSA BUTER	76.45	15 OCT 91	PAYROLL
001634	4324	RENEE CARR	243.05	15 OCT 91	PAYROLL
001635	4323	MARK CASSELLO	89.16	15 OCT 91	PAYROLL
001636	4322	LYNN DAUGHERTY	974.71	15 OCT 91	PAYROLL
001637	4335	JULIE EISELE	93.81	15 OCT 91	PAYROLL
001638	4310	CHARLOTTE FAGEN	483.34	15 OCT 91	PAYROLL
001639	4336	ANGELA FENWICK	40.40	15 OCT 91	PAYROLL
001640	4329	PAMELA FERBER	644.78	15 OCT 91	PAYROLL
001641	4332	CYNTHIA FISHBURN	85.90	15 OCT 91	PAYROLL
001642	4331	KIMBERLY GARMOOD	679.27	15 OCT 91	PAYROLL
001643	4327	ROSE E. HOWARD	279.05	15 OCT 91	PAYROLL
001644	4328	KRISTIN JOHNSON	60.56	15 OCT 91	PAYROLL
001645	4319	DIANA KOOY	73.87	15 OCT 91	PAYROLL
001646	4314	JOAN KOFANDA	279.28	15 OCT 91	PAYROLL
001647	04308	MARY K. MARTIN	752.00	15 OCT 91	PAYROLL
001648	4337	COLLEEN MATHEWS	46.60	15 OCT 91	PAYROLL
001649	4316	KATHLEEN PADGITT	338.78	15 OCT 91	PAYROLL
001650	4317	BONNIE POWELL	279.74	15 OCT 91	PAYROLL
001651	4330	JULIE SCHLEUDER	121.56	15 OCT 91	PAYROLL
001652	4311	SHARON SCHULENBERG	423.42	15 OCT 91	PAYROLL
001653	4320	EILEEN SPURGEON	96.59	15 OCT 91	PAYROLL
001654	4333	MELINDA SUHR	11.22	15 OCT 91	PAYROLL
001655	4312	JILL TACHTIRIS	417.53	15 OCT 91	PAYROLL
001656	4321	ELIZABETH THONE	137.30	15 OCT 91	PAYROLL
001657	4325	AMBER WARRAN	351.04	15 OCT 91	PAYROLL
001658	4315	DIANE WIERS	357.55	15 OCT 91	PAYROLL
001659	4313	CHERYL WITTY	456.45	15 OCT 91	PAYROLL
001660	4366	PAULA L. BAUGH	290.16	31 OCT 91	PAYROLL
001661	4349	JULIE BRAY	572.01	31 OCT 91	PAYROLL
001662	4358	GLENDA BROWN	419.73	31 OCT 91	PAYROLL
001663	4373	MELISSA BUTER	87.66	31 OCT 91	PAYROLL
001664	4364	RENEE CARR	243.05	31 OCT 91	PAYROLL
001665	4363	MARK CASSELLO	103.89	31 OCT 91	PAYROLL
001666	4362	LYNN DAUGHERTY	974.71	31 OCT 91	PAYROLL
001667	4374	JULIE EISELE	93.80	31 OCT 91	PAYROLL
001668	4350	CHARLOTTE FAGEN	483.34	31 OCT 91	PAYROLL
001669	4375	ANGELA FENWICK	40.40	31 OCT 91	PAYROLL
001670	4369	PAMELA FERBER	644.78	31 OCT 91	PAYROLL
001671	4372	CYNTHIA FISHBURN	74.49	31 OCT 91	PAYROLL
001672	4371	KIMBERLY GARMOOD	679.27	31 OCT 91	PAYROLL
001673	4367	ROSE E. HOWARD	279.05	31 OCT 91	PAYROLL
001674	4368	KRISTIN JOHNSON	60.56	31 OCT 91	PAYROLL
001675	4359	DIANA KOOY	73.87	31 OCT 91	PAYROLL
001676	4354	JOAN KOFANDA	279.28	31 OCT 91	PAYROLL
001677	04348	MARY K. MARTIN	752.00	31 OCT 91	PAYROLL

CHECK REGISTER

----- JASPER COUNTY PUBLIC LIBRARY -----

301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47970

04 NOV 91

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
001678	4376	COLLEEN MATHEWS	62.10	31 OCT 91	PAYROLL
001679	4356	KATHLEEN PADEITT	338.79	31 OCT 91	PAYROLL
001680	4357	BONNIE FOWELL	279.74	31 OCT 91	PAYROLL
001681	4370	JULIE SCHLEUDER	121.96	31 OCT 91	PAYROLL
001682	4351	SHARON SCHULENBERG	423.42	31 OCT 91	PAYROLL
001683	4360	EILEEN SPURGEON	82.19	31 OCT 91	PAYROLL
001684	4352	JILL TACHTIRIS	417.53	31 OCT 91	PAYROLL
001685	4361	ELIZABETH THONE	116.33	31 OCT 91	PAYROLL
001686	4365	AMBER WARFAN	351.04	31 OCT 91	PAYROLL
001687	4355	DIANE WIERS	353.55	31 OCT 91	PAYROLL
001688	4353	CHERYL WITTY	456.43	31 OCT 91	PAYROLL
0010338	4338	DISTRICT 1 - ILF	70.00	08 OCT 91	REGISTRATION FOR DISTRICT 1
0010339	04339	PUBLIC EMPLOYEES' RETIREMENT	6187.84	08 OCT 91	QUARTERLY PAYMENT
010340	04340	BANK ONE	3327.09	15 OCT 91	FICA & FED TAX WITHHELD 15 O
010341	04341	INDIANA DEFERRED COMPENSATIO	72.50	15 OCT 91	WITHHELD FROM 15 OCT 91 PAYR
010342	04342	NIPSCO	446.51	15 OCT 91	DEMOTTE UTILITIES
010343	04343	NIPSCO	39.10	15 OCT 91	WHEATFIELD UTILITIES
010344	04344	NORTHWESTERN INDIANA TELEPHO	83.88	15 OCT 91	DEMOTTE TELEPHONE
010345	04345	TOWN OF DEMOTTE	15.60	15 OCT 91	DEMOTTE SEWER SERVICE
010346	04346	UNITED TELEPHONE COMPANY	300.54	15 OCT 91	RENSSELAER TELEPHONE
010347	04347	UNITED TELEPHONE COMPANY	132.72	15 OCT 91	WHEATFIELD TELEPHONE
010348	4377	BANK ONE	3325.34	31 OCT 91	FICA & FED TAX WITHHELD 31 O
010349	04378	INDIANA DEFERRED COMPENSATIO	72.50	31 OCT 91	WITHHELD FROM 31 OCT 91 PAYR
010350	04379	INDIANA DEPARTMENT OF REVENUE	1053.04	31 OCT 91	STATE & COUNTY TAX WITHHELD
010351	04380	INDIANA DEPT. OF EMPLOYMENT	143.17	31 OCT 91	3RD QUARTER PAYMENT 1991
010352	04381	INDIANA DEPT. OF EMPLOYMENT	6.67	31 OCT 91	UNEMPLOYMENT COMP. ADDITIONA
010353	04382	AT&T	94.98	31 OCT 91	DEMOTTE TELEPHONE
010354	04383	CITY OF RENSSELAER	304.53	31 OCT 91	RENSSELAER UTILITIES
010355	04384	NIPSCO	436.98	31 OCT 91	WHEATFIELD UTILITIES
010356	04385	INCOLSA	10.00	31 OCT 91	REGISTRATION FOR 14 NOV 91 M
010357	04386	WABASH VALLEY LIBRARY NETWOR	3.00	31 OCT 91	REGISTRATION FOR ADA WORKSHO
010358	04387	A.E. BOYCE CO., INC.	375.07	04 NOV 91	VENDOR CHECKS
010359	04388	AVC CORPORATION	109.75	04 NOV 91	SERVICE CONTRACT & PROGRAMMI
010360	04389	BAKER & TAYLOR	214.02	04 NOV 91	BOOKS
010361	04390	BAKER & TAYLOR	6672.14	04 NOV 91	BOOKS
010362	04391	BAKER & TAYLOR	621.00	04 NOV 91	LEASE BOOKS
010363	04392	BRODART CO.	88.33	04 NOV 91	SYSDAC TAPE
010364	04393	CHARLOTTE FASEN	110.10	04 NOV 91	MILEAGE, PARKING, & TOLLS
010365	04394	CLEAN AS A WHISTLE	500.00	04 NOV 91	CLEANING SERVICE -- RENSSELA
010366	04395	CUSTOM LAWN CARE	15.00	04 NOV 91	MOWING -- RENSSELAER
010367	04396	DAVID DEVRIS	150.00	04 NOV 91	MOVING TO STORAGE FURNITURE
010368	04397	DEYOUNG PLUMB, HTE, & AIR CO	93.65	04 NOV 91	REPAIRS
010369	04398	DIANA FODY	46.30	04 NOV 91	MILEAGE, PARKING, & TOLLS
010370	04399	DICK JOLINK	37.50	04 NOV 91	MOWING & RAKING -- DEMOTTE
010371	04400	DIRECTORIES AMERICA	599.36	04 NOV 91	BOOKS
010372	04401	FACTS ON FILE, INC.	151.13	04 NOV 91	BOOKS
010373	04402	GODWIN INC.	1616.00	04 NOV 91	EMPLOYEE INSURANCE PREMIUMS
010374	04403	H. W. WILSON COMPANY	307.00	04 NOV 91	BOOKS & SUBSCRIPTIONS

CHECK REGISTER
----- JASPER COUNTY PUBLIC LIBRARY -----
301 N. VAN RENSSELAER STREET
RENSSELAER, IN 47979
04 NOV 91

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
010375	04404	HARVEY'S	31.53	04 NOV 91	OFFICE, JANITORIAL, LIBRARY
010376	04405	HERITAGE OFFICE PRODUCTS, IN	352.04	04 NOV 91	SUPPLIES & REPAIR COPIER--DE
010377	04406	INDIANA CHAMBER OF COMMERCE	17.50	04 NOV 91	BOOKS
010378	04407	INDIANA LIBRARY FILM & VIDEO	9.99	04 NOV 91	REPLACE LOST VIDEO
010379	04408	INGRAM	854.50	04 NOV 91	VIDEOCASSETTES
010380	04409	JAMES TREE & PAINTING SERVIC	600.00	04 NOV 91	WASH WINDOWS AT RENSSELAER
010381	04410	JULIE BRAY	50.00	04 NOV 91	MILEAGE
010382	04411	KANKAKEE VALLEY POST NEWS	13.28	04 NOV 91	AD FOR ADDITIONAL APPROPRIAT
010383	04412	KIMBERLY BARWOOD	53.00	04 NOV 91	MILEAGE & PARKING
010384	04413	DEMCO	1044.89	04 NOV 91	PROCESSING SUP. & MAG. CASES
010385	04414	HIGHSMITH CO. INC.	147.00	04 NOV 91	CONTACT PAPER -- PROCESSING
010386	04415	LEGAL DIRECTORIES PUBLISHING	50.61	04 NOV 91	BOOKS
010387	04416	LYNN DAUGHERTY	96.50	04 NOV 91	MILEAGE & CONFERENCE EXPENSE
010388	04417	MARY K. MARTIN	48.00	04 NOV 91	MILEAGE
010389	04418	MGT GLASS	122.00	04 NOV 91	REPAIR FRONT DOOR -- RENSEL
010390	04419	MOOLENAAR & HUGHES	40.00	04 NOV 91	LAWN CARE -- DEMOTTE
010391	04420	MUSIC WHOLESALERS	775.00	04 NOV 91	COMPACT DISCS
010392	04421	NATIONAL GEOGRAPHIC SOCIETY	37.20	04 NOV 91	BOOKS
010393	04422	NIPSCO	274.32	04 NOV 91	DEMOTTE UTILITIES
010394	04423	OOMS DISPOSAL SERVICE INC.	16.20	04 NOV 91	TRASH PICK-UP--DEMOTTE
010395	04424	PAM FERBER	10.75	04 NOV 91	MILEAGE
010396	04425	QUILL	162.67	04 NOV 91	JANITORIAL & OFFICE SUPPLIES
010397	04426	POSTMASTER GENERAL	125.00	04 NOV 91	POSTAGE
010398	04427	R.R. BOWKER	743.51	04 NOV 91	BOOKS
010399	04428	RENSSELAER REPUBLICAN	13.29	04 NOV 91	AD FOR ADDITIONAL APPROPRIAT
010400	04429	SECURITY COURIERS, INC.	110.00	04 NOV 91	TRANSPORT BETWEEN BRANCHES
010401	04430	SIMON & SCHUSTER SCHOOL GROU	112.01	04 NOV 91	BOOKS
010402	04431	SIMPLEX TIME RECORDER CO.	430.50	04 NOV 91	SERVICE CONTRACT & REPAIRS--
010403	04432	SMITH TRUE VALUE FARM STORE	9.14	04 NOV 91	JANITORIAL SUPPLIES -- WHEAT
010404	04433	TEETERS CULLIGAN	33.20	04 NOV 91	COOLER RENTAL & WATER
010405	04435	THE WALL STREET JOURNAL	139.00	04 NOV 91	SUBSCRIPTION -- RENSSELAER
010406	04436	TOWN & COUNTRY MUTUAL INS. C	6.08	04 NOV 91	ADDITIONAL INSURANCE PREMIUM
010407	04437	VIRGINIA HARRVILLA	17.50	04 NOV 91	MILEAGE
010408	04438	WALLMAN'S	16.56	04 NOV 91	JANITORIAL SUPPLIES
010409	04439	CHERYL A. MITTY	56.22	04 NOV 91	RENSSELAER PETTY CASH REIMBU
010410	04440	CENTURY INSURANCE AGENCY, IN	700.00	04 NOV 91	COMMERCIAL EXCESS LIABILITY
010411	04441	CIRCLE "R" ELECTRIC, INC.	5130.00	04 NOV 91	RENSSELAER & DEMOTTE CONSTRU
010412	04442	FIRST OF AMERICA BANK	570.00	04 NOV 91	RETAINAGE FOR CIRCLE "R" ELE
010413	04443	FIRST OF AMERICA BANK	14900.70	04 NOV 91	RETAINAGE FOR IRA C. MAST &
010414	04444	IRA C. MAST & SON, INC.	115257.30	04 NOV 91	RENSSELAER & DEMOTTE CONSTRU
010415	04445	RENSSELAER REPUBLICAN	31.24	04 NOV 91	AD FOR RENSSELAER & DEMOTTE
010416	04446	THE L.O.M. CORPORATION	2170.00	04 NOV 91	ARCHITECTURAL SERVICES -- RE
010417	04447	TOWN & COUNTRY MUTUAL INS. C	7052.00	04 NOV 91	GENERAL LIABILITY & COMMERC

--TOTAL AMOUNT OF CLAIMS-- 198630.24

ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 6 pages, and except for claims not allowed as shown on the Register, such claims are hereby allowed in the total amount of **198630.24**. Dated 04 NOV 91.

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

OCTOBER 1991

	RENSSELAER	DEMOTTE	WHEATFIELD	TOTAL
REGISTRATIONS				13395
Borrowers--Beginning of month:				13355
Resident	2			2
Non-resident				0
Expired cards	91	57	84	232
Non-resident, expired				0
Total Registered				13125
				13165

REFERENCE QUESTIONS

Telephone				
Directional	184	119	131	434
Reference	237	206	107	550
In-person				
Directional	262	168	197	627
Reference	406	474	183	1063
Total	1089	967	618	2674

INTRALIB.LOAN ITEMS FILLED	103	126	63	292
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CAL HISTORY

In person	13
Microfilms used	14
Letters	2

IN-HOUSE USE OF HARDWARE/SOFTWARE

Computer agreements	75	87
Software used	110	139
VCR Use		1
Microforms	5	
Other		

XX

INTERLIBRARY LOANS(SYSTEM)

Requests made for:	84	68	19
Items rec'd for:	72	76	7
Items outstanding:	12	-8	12
Items from Ind. libs.	60	49	5

Items requested by other libraries 1

Items supplied to other libraries 1

Info requests answd for other libs

Info requests sent

TOTAL COLLECTION--RENSSELAER

END OF MONTH

[illegible]

x

X

X

X

$$0 \quad 0 \quad X \quad \quad \quad X \quad \quad \quad 0 \quad 0$$

X

7	7	7	7 X	2	2	2	2 X	393	181	393	181
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X

X

X

0	0 X	0	0 X	0	0
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X

744	690	664	612 X	514	461	514	461 X	1342	875	1343	876
109	55	109	55 X	1	1	1	1 X	89	27	89	27

X

398	357	398	357 X	384	362	384	362 X	507	487	507	487
			X				X				

8

17103	15466	17149	15507 X	21961	20612	22055	20697 X	35258	31926	35502	32145
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[illegible]

JASPER COUNTY PUBLIC LIBRARY PROGRAMS
OCTOBER 1991

	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Children's Programs (0-13)	4	23	6	33
Number attending	70	371	82	523
YA Programs (14-17)				0
Number attending				0
Adult Programs		3		3
Number attending		127		127
Senior Citizen Programs	1			1
Number attending	30			30
TOTAL NUMBER OF PROGRAMS	5	26	6	37
TOTAL PERSONS ATTENDING	100	498	82	680

AGENDA.....December 2, 1991
Monthly Meeting Rensselaer Library
Jasper County Public Library Board of Trustees
Executive session: 7:00 PM Monthly meeting: 7:30 PM

1. Executive session: To discuss initiation of litigation
2. Automation: Report of RMG consultant, Pat McClintock
3. Minutes
Signing of minutes
4. Bills/Financial reports
 - 4.1 Bills to be allowed/Paychecks
 - 4.2 Financial statements
 - 4.3 Approval of new employees
 - 4.4 Building insurance: Designation of insurer
5. Director's report
 - 5.1 Circulation
 - 5.2 Activities
 - 5.3 Meeting dates for 1992
 - 5.4 Special December meeting to approve bills, transfers, encumbrances
6. Building project
 - 6.1 Director's update
 - 6.2 Dedication plaque
 - 6.3 Table tops and circulation desk tops: Wood grain plastic laminate or color?
7. Election of officers
8. Wheatfield Business
9. DeMotte Business
10. Rensselaer Business
11. Adjournment

1992 HOLIDAY SCHEDULE

New Years Day	Wednesday, January 1
President's Day	Monday, February 17
Memorial Day	Monday, May 25
Independence Day	Saturday, July 4
Labor Day	Monday, September 7
Thanksgiving	Thursday, November 26
Christmas Eve	Thursday, December 24
Christmas Day	Friday, December 25
New Year's Eve	Thursday, December 31

(Libraries close at 5 PM on the day before Thanksgiving)

MINUTES.....NOVEMBER 4, 1991
Rensselaer Library Library Board Meeting
7:00 PM

Present: Miriam Lawyer, Wanda Stewart, Mary Linda Casey, Bob Souza,
Lynn Daugherty

Following a presentation of proposed color schemes by Kim Rothenberger, L O M architect, the Board chose color schemes for both new libraries. In addition, they approved asking for bids on a new carpet for the Wheatfield meeting room, approving one of the samples presented by the Wheatfield staff. The shingle and brick colors were approved and a change was made from blue to red in the color stripe to decorate the DeMotte building.

Dedication Plaques: The Board decided that the Dedication Plaques should be patterned after the Wheatfield Plaque. They further indicated they did not want the engineers' or contractors' names included.

Storm sewer: On a motion by B. Souza, seconded by M.L. Casey, the Board voted to instruct the architects to proceed with the design of the DeMotte storm sewer.

Minutes: The minutes of the October 7 board meeting were approved on a motion by W. Stewart, seconded by B. Souza.

Bills, Financial Statements: Bills, payroll and financial statements were approved on a motion by W. Stewart, seconded by M. L. Casey.

Additional Appropriations: After proper newspaper notification to taxpayers, a public hearing was held concerning additional appropriations moving monies from the Construction Fund to the Operating Fund to reimburse the library for pre-bond sale construction expenses and to pay final paying agent charges for the recently retired Wheatfield bond issue. Resolutions concerning these matters (see attached) were unanimously approved on a motion by B. Souza, seconded by M. L. Casey.

Director's Report: The Director noted the continuing overall increase in circulation at JCPL, noting that the 8% decrease at Rensselaer followed an unusual 26% increase for the same month last year.

Rensselaer Building Disposition: The Board expressed their willingness to give (or sell for a very nominal fee) the present Rensselaer Library building to another tax-supported entity since they would be reducing the tax burden which would otherwise be incurred if that entity had to purchase space. They asked the Director to send letters to all tax-supported institutions operating in this area, requesting an answer by February 1. At that time, they would invite interested parties to attend a Board meeting to relate their immediate needs and possible plans for the building.

The Board further determined that they do not presently wish to offer the building without payment to other types of organizations. If no tax-supported entity finds a use for it, they plan to have the building appraised and discuss the situation further at that time.

Christmas Party: The Board decided to hold their annual Christmas party in March.

B. Souza moved for adjournment at 8:50 P.M. The Board then moved into Executive Session to discuss the Director's annual performance evaluation. No other library business was discussed in this executive session.

Respectfully submitted,

Barbara Leestma, Secretary

Approve:

Miriam Lawyer, President

FINANCIAL STATEMENT
JASPER COUNTY PUBLIC LIBRARY

DECEMBER 2, 1991

	Beginning Balance	Receipts	Disbursements	Ending Balance
Operating Fund	56006.58	92332.35	41747.92	106591.01
Gift Funds				
DeMotte	4145.58	0.00	0.00	4145.58
Rensselaer	1956.30	56.30	9.27	2003.33
Wheatfield	853.36	47.85	0.00	901.21
Bond and Interest Funds				
Rensselaer & DeMotte	25040.06	0.00	0.00	25040.06
Wheatfield	19199.11	0.00	0.00	19199.11
LIRF Fund	19049.73	0.00	0.00	19049.73
City Cash Funds				
DeMotte	30.00	0.00	0.00	30.00
Rensselaer	60.00	0.00	0.00	60.00
Wheatfield	30.00	0.00	0.00	30.00
Reciprocal Borrowing Fund	0.00	0.00	0.00	0.00
Levy Excess Fund	0.00	0.00	0.00	0.00
Construction Fund	3507345.54	0.00	189680.90	3317664.64
P.E.R.F.	665.56	0.00	-680.51	1346.07
Reserve for Insurance	0.00	0.00	-169.36	169.36
 TOTAL ALL FUNDS	 3634381.82	 92436.50	 230588.22	 3496230.10

RECEIPT BREAKDOWN FOR
DECEMBER 2, 1991

FINES and FEES..... 1179.43

DeMotte	355.45
Rensselaer	591.88
Wheatfield	232.10

PHOTOCOPIES..... 535.70

DeMotte	306.60
Rensselaer	130.35
Wheatfield	98.75

CARDS..... 24.50

DeMotte	12.00
Rensselaer	11.50
Wheatfield	1.00

INTEREST..... 632.72

GIFT FUNDS..... 104.15

DeMotte	0.00
Rensselaer	56.30
Wheatfield	47.85

LOCAL OPTION/CAGIT..... 89960.00

Certified Shares	82377.00
Prop.Tax Replace.	7583.00

TOTAL AMOUNT OF RECEIPTS..... 92436.50

APPROPRIATION REPORT
JASPER COUNTY PUBLIC LIBRARY

02 DEC 91

OPERATING FUND ACNT #	DESCRIPTION	ANNUAL APPROPRIATION	CHANGE TO APPROPRIATION	CURRENT APPROPRIATION	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	APPROPRIATION BALANCE	% SPENT Y-T-D
	SALARY OF LIBRARIAN	33920.00	.00	33920.00	2826.68	31093.48	2826.52	92%
1.12	SALARY OF ASSISTANTS	266765.00	.00	266765.00	22072.40	239980.68	26784.32	90%
1.13	WAGES OF JANITORS	15520.00	.00	15520.00	704.18	9276.37	6243.63	60%
1.21	EMPLOYER'S SHARE-FICA	24172.00	.00	24172.00	1958.66	21446.97	2725.03	89%
1.22	UNEMPLOYMENT COMPENSATION	2000.00	.00	2000.00	.00	1745.53	254.47	87%
1.23	EMPLOYER'S CONTRIBUTION - PERF	16931.00	.00	16931.00	.00	17422.46	-491.46	103%
1.24	EMPLOYER'S CONTRIBUTION - INS.	6000.00	.00	6000.00	.00	1340.53	4659.47	22%
1.31	OTHER PERSONAL SERVICES	2000.00	.00	2000.00	.00	.00	2000.00	0%
2.11	OFFICIAL RECORDS	1000.00	.00	1000.00	20.88	893.19	106.81	89%
2.12	STATIONERY AND PRINTING	900.00	.00	900.00	.00	344.49	555.51	38%
2.13	OTHER OFFICE SUPPLIES	3250.00	.00	3250.00	63.79	1622.21	1627.79	50%
2.21	CLEANING & SANITATION SUPPLIES	3900.00	.00	3900.00	148.22	2004.42	1895.58	51%
2.22	FUEL, OIL & LUBRICANTS	100.00	.00	100.00	3.25	7.65	92.35	8%
2.23	OTHER OPERATING SUPPLIES	100.00	.00	100.00	.00	.00	100.00	0%
2.31	BUILDING MATERIALS & SUPPLIES	750.00	.00	750.00	.00	120.84	629.16	16%
2.32	PAINT AND PAINTING SUPPLIES	200.00	.00	200.00	.00	5.69	194.31	3%
2.33	REPAIR PARTS	250.00	.00	250.00	.00	317.90	-67.90	127%
2.41	LIBRARY SUPPLIES	8000.00	.00	8000.00	189.93	6481.09	1518.91	81%
2.42	OTHER SUPPLIES	2000.00	.00	2000.00	.00	1155.55	844.45	58%
3.11	CONSULTING SERVICES	1000.00	1790.00	2790.00	.00	1790.00	1000.00	64%
3.12	ENGINEERING & ARCH. SERVICES	1000.00	155851.25	156851.25	.00	155851.25	1000.00	99%
3.13	LEGAL SERVICES	1500.00	.00	1500.00	.00	.00	1500.00	0%
3.14	OTHER PROFESSIONAL SERVICES	5500.00	6291.88	11791.88	968.00	13311.20	-1519.32	113%
3.21	TELEPHONE	9000.00	.00	9000.00	587.97	6348.59	2651.41	71%
3.22	POSTAGE	3500.00	.00	3500.00	445.67	2832.19	667.81	81%
	TRAVELING EXPENSE	5000.00	.00	5000.00	392.75	3148.00	1852.00	63%
3.24	PROFESSIONAL MEETINGS	6000.00	.00	6000.00	364.02	3106.26	2893.74	52%
3.25	FREIGHT	200.00	.00	200.00	.00	.00	200.00	0%
3.31	ADVERTISING & PUBLIC NOTICES	1500.00	408.28	1908.28	92.40	1342.54	565.74	70%
3.32	OTHER PRINTING	500.00	.00	500.00	.00	.00	500.00	0%
3.41	OFFICIAL BONDS	1000.00	.00	1000.00	.00	250.00	750.00	25%
3.42	OTHER INSURANCE	7000.00	.00	7000.00	.00	6517.88	482.12	93%
3.51	GAS	7000.00	.00	7000.00	240.28	2783.57	4216.43	40%
3.52	ELECTRICITY	18000.00	.00	18000.00	781.62	11572.12	6427.88	64%
3.53	WATER	500.00	.00	500.00	43.93	752.60	-252.60	151%
3.54	WASTE DISPOSAL SERVICES	500.00	.00	500.00	40.86	585.18	-85.18	117%
3.61	BUILDING & STRUCTURES	7500.00	.00	7500.00	164.00	6860.51	639.49	91%
3.62	EQUIPMENT	1000.00	.00	1000.00	466.99	1640.04	-640.04	164%
3.71	REAL ESTATE	1.00	.00	1.00	.00	.00	1.00	0%
3.72	EQUIPMENT	1000.00	.00	1000.00	25.40	345.90	654.10	35%
3.91	DUES	800.00	.00	800.00	1229.61	2127.76	-1327.76	266%
3.92	INTEREST ON TEMPORARY LOANS	1.00	.00	1.00	.00	.00	1.00	0%
3.93	TAXES & ASSESSMENTS	1.00	40.74	41.74	.00	40.74	1.00	98%
3.94	TRANSFER TO LIRF	70000.00	.00	70000.00	.00	70000.00	.00	100%
3.95	LAWN CARE & MAINTENANCE CONT.	7000.00	.00	7000.00	1782.41	8923.68	-1923.68	127%
3.96	PETTY CASH	120.00	.00	120.00	.00	.00	120.00	0%
3.97	INTERVIEWING & MOVING EXP.	250.00	.00	250.00	.00	.00	250.00	0%
4.1	LAND	1.00	.00	1.00	.00	.00	1.00	0%
4.2	BUILDINGS	1.00	.00	1.00	.00	.00	1.00	0%
4.3	IMPROVEMENTS OTHER THAN BUILD.	.00	1000.00	1000.00	.00	1000.00	.00	100%
	FURNITURE & EQUIPMENT	15000.00	.00	15000.00	9.78	4372.25	10627.75	29%
4.31	BOOKS	100000.00	.00	100000.00	4436.28	72612.09	27387.91	73%
4.32	PERIODICALS & NEWSPAPERS	25300.00	.00	25300.00	54.00	19228.42	6071.58	76%
4.33	NONPRINTED MATERIALS	19500.00	.00	19500.00	1631.96	12657.27	6842.73	65%
4.61	BOOKS ENCUMBERED	7354.30	.00	7354.30	.00	4441.33	2912.97	60%
	-TOTAL-	711287.30	165382.15	876669.45	41747.92	749700.42	126969.03	86%

(-----BANK BALANCES-----)
DATE (02 DEC 91)

A1 (BANK ONE CHECKING	)	B1 (	129590.14)
A2 (CONSTRUCTION FUND SAVINGS ACCT)	)	B2 (	3315964.64)
A3 (CERTIFICATE OF DEPOSIT #2	)	B3 (	.00)
A4 (FIRST OF AMERICA	)	B4 (	13605.27)
A5 (DEMOTTE STATE BANK	)	B5 (	16389.27)
A6 (INDIANA FEDERAL	)	B6 (	18057.01)
A7 (LAFAYETTE NATIONAL BANK	)	B7 (	2623.77)
A8 (	)	B8 (	.00)
A9 (	)	B9 (	.00)
TOTAL		B10 (	3496230.10)

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----- JASPER COUNTY PUBLIC LIBRARY -----

301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

02 DEC 91

PAGE 1

Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
001689	4466	PAULA L. BAUGH	290.16	15 NOV 91	PAYROLL
001690	4449	JULIE BRAY	572.01	15 NOV 91	PAYROLL
001691	4458	GLENDA BROWN	419.73	15 NOV 91	PAYROLL
001692	4473	MELISSA BUITER	76.45	15 NOV 91	PAYROLL
001693	4464	RENEE CARR	243.05	15 NOV 91	PAYROLL
001694	4463	MARK CASSELLO	110.89	15 NOV 91	PAYROLL
001695	4462	LYNN DAUGHERTY	974.71	15 NOV 91	PAYROLL
001696	4474	JULIE EISELE	107.07	15 NOV 91	PAYROLL
001697	4450	CHARLOTTE FAGEN	483.34	15 NOV 91	PAYROLL
001698	4475	ANGELA FENWICK	37.28	15 NOV 91	PAYROLL
001699	4469	PAMELA FERBER	644.78	15 NOV 91	PAYROLL
001700	4472	CYNTHIA FISHBURN	86.90	15 NOV 91	PAYROLL
001701	4471	KIMBERLY GARWOOD	679.27	15 NOV 91	PAYROLL
001702	4467	ROSE E. HOWARD	279.05	15 NOV 91	PAYROLL
001703	4468	KRISTIN JOHNSON	99.29	15 NOV 91	PAYROLL
001704	4459	DIANA KOBY	150.51	15 NOV 91	PAYROLL
001705	4454	JOAN KOPANDA	279.28	15 NOV 91	PAYROLL
001706	04448	MARY K. MARTIN	752.00	15 NOV 91	PAYROLL
001707	4476	COLLEEN MATHEWS	91.57	15 NOV 91	PAYROLL
001708	4477	CYNTHIA MUSCH	388.63	15 NOV 91	PAYROLL
001709	4456	KATHLEEN PADGITT	338.78	15 NOV 91	PAYROLL
001710	4457	BONNIE POWELL	279.74	15 NOV 91	PAYROLL
001711	4470	JULIE SCHLEUDER	112.55	15 NOV 91	PAYROLL
001712	4451	SHARON SCHULENBERG	423.42	15 NOV 91	PAYROLL
001713	4460	EILEEN SPURGEON	82.19	15 NOV 91	PAYROLL
001714	4452	JILL TACHTIRIS	417.53	15 NOV 91	PAYROLL
001715	4461	ELIZABETH THONE	6.75	15 NOV 91	PAYROLL
001716	4465	AMBER WARRAN	223.72	15 NOV 91	PAYROLL
001717	4455	DIANE WIERS	353.55	15 NOV 91	PAYROLL
001718	4453	CHERYL WITTY	456.45	15 NOV 91	PAYROLL
001719	4504	PAULA L. BAUGH	290.16	29 NOV 91	PAYROLL
001720	4487	JULIE BRAY	572.01	29 NOV 91	PAYROLL
001721	4496	GLENDA BROWN	419.73	29 NOV 91	PAYROLL
001722	4511	MELISSA BUITER	76.45	29 NOV 91	PAYROLL
001723	4502	RENEE CARR	243.05	29 NOV 91	PAYROLL
001724	4501	MARK CASSELLO	100.40	29 NOV 91	PAYROLL
001725	4500	LYNN DAUGHERTY	974.71	29 NOV 91	PAYROLL
001726	4512	JULIE EISELE	83.81	29 NOV 91	PAYROLL
001727	4488	CHARLOTTE FAGEN	483.34	29 NOV 91	PAYROLL
001728	4513	ANGELA FENWICK	71.42	29 NOV 91	PAYROLL
001729	4507	PAMELA FERBER	644.78	29 NOV 91	PAYROLL
001730	4510	CYNTHIA FISHBURN	40.40	29 NOV 91	PAYROLL
001731	4509	KIMBERLY GARWOOD	679.27	29 NOV 91	PAYROLL
001732	4505	ROSE E. HOWARD	279.05	29 NOV 91	PAYROLL
001733	4506	KRISTIN JOHNSON	74.49	29 NOV 91	PAYROLL
001734	4497	DIANA KOBY	80.81	29 NOV 91	PAYROLL
001735	4492	JOAN KOPANDA	279.28	29 NOV 91	PAYROLL
001736	04486	MARY K. MARTIN	752.00	29 NOV 91	PAYROLL

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----- JASPER COUNTY PUBLIC LIBRARY -----

301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

PAGE 1

02 DEC 91

Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
001737	4514	COLLEEN MATHENS	46.60	29 NOV 91	PAYROLL
001738	4515	CYNTHIA MUSCH	364.12	29 NOV 91	PAYROLL
001739	4494	KATHLEEN PADGITT	338.78	29 NOV 91	PAYROLL
001740	4495	BONNIE POWELL	279.74	29 NOV 91	PAYROLL
001741	4508	JULIE SCHLEUDER	102.11	29 NOV 91	PAYROLL
001742	4489	SHARON SCHULENBERG	423.42	29 NOV 91	PAYROLL
001743	4498	EILEEN SPURGEON	82.19	29 NOV 91	PAYROLL
001744	4490	JILL TACHTIRIS	417.53	29 NOV 91	PAYROLL
001745	4499	ELIZABETH THONE	124.16	29 NOV 91	PAYROLL
001746	4503	AMBER WARRAN	223.72	29 NOV 91	PAYROLL
001747	4493	DIANE WIERS	353.55	29 NOV 91	PAYROLL
001748	4491	CHERYL WITTY	456.45	29 NOV 91	PAYROLL
010418	4478	BANK ONE	3372.51	15 NOV 91	FICA & FED TAX WITHHELD 15 N
010419	04479	INDIANA DEFERRED COMPENSATIO	72.50	15 NOV 91	WITHHELD FROM 15 NOV 91 PAYR
010420	04480	NIPSCO	354.85	15 NOV 91	WHEATFIELD UTILITIES
010421	04481	NORTHWESTERN INDIANA TELEPHO	81.84	15 NOV 91	DEMOTTE TELEPHONE
010422	04482	TOWN OF DEMOTTE	15.60	15 NOV 91	DEMOTTE SEWER SERVICE
010423	04483	UNITED TELEPHONE COMPANY	294.37	15 NOV 91	RENSSELAER TELEPHONE
010424	04484	STATE BUILDING COMMISSIONER	150.00	15 NOV 91	FEE TO PROCESS ADDENDUM
010425	04485	STATE BUILDING COMMISSIONER	150.00	15 NOV 91	FEE TO PROCESS ADDENDUM
010426	4516	BANK ONE	3320.47	29 NOV 91	FICA & FED TAX WITHHELD 29 N
010427	04517	INDIANA DEFERRED COMPENSATIO	72.50	29 NOV 91	WITHHELD FROM 29 NOV 91 PAYR
010428	04518	INDIANA DEPARTMENT OF REVENU	1055.89	29 NOV 91	STATE & COUNTY TAX WITHHELD
010429	04519	AT&T	75.37	29 NOV 91	DEMOTTE TELEPHONE
010430	04520	CITY OF RENSSELAER	305.68	29 NOV 91	RENSSELAER UTILITIES
010431	04521	UNITED TELEPHONE COMPANY	123.90	29 NOV 91	WHEATFIELD TELEPHONE
010433	04522	ACE HARDWARE	28.93	02 DEC 91	JANITORIAL & LIBRARY SUP. &
010434	04523	AMERICAN LIBRARY ASSOCIATION	550.00	02 DEC 91	1992 MEMBERSHIP DUES
010435	04524	AMERICAN LIBRARY ASSOCIATION	56.00	02 DEC 91	SUBSCRIPTION -- RENSSELAER
010436	04525	AVC CORPORATION	109.63	02 DEC 91	W-2 FORMS & SERVICE AGREEMEN
010437	04526	BAKER & TAYLOR	555.91	02 DEC 91	BOOKS
010438	04527	BAKER & TAYLOR	1467.77	02 DEC 91	BOOKS
010439	04528	BAKER & TAYLOR	621.00	02 DEC 91	LEASE BOOKS
010440	04529	BARB FERNANDEZ	15.00	02 DEC 91	SNOW SHOVELING -- DEMOTTE
010441	04530	BONNIE POWELL	50.00	02 DEC 91	MILEAGE TO LEASE VIDEO MEETI
010442	04531	BRODART CO.	614.47	02 DEC 91	SYSDAC TAPE & REPAIR OF MACH
010443	04532	CAMELOT MUSIC, INC.	1204.55	02 DEC 91	COMPACT DISCS
010444	04533	CHERYL A. WITTY	27.23	02 DEC 91	REIMBURSE DEMOTTE PETTY CASH
010445	04534	CHERYL A. WITTY	31.55	02 DEC 91	REIMBURSE RENSSELAER PETTY C
010446	04535	CHERYL A. WITTY	24.87	02 DEC 91	REIMBURSE WHEATFIELD PETTY C
010447	04536	CHESTERBROOK EDUCATIONAL PUB	275.85	02 DEC 91	VIDEOCASSETTES
010448	04537	CHILDRENS PRESS	138.99	02 DEC 91	BOOKS
010449	04538	CONSTRUCTIVE PLAYTHINGS	9.27	02 DEC 91	TOYS
010450	04540	CLEAN AS A WHISTLE	233.00	02 DEC 91	CLEANING SERVICE -- RENSSELA
010451	04541	DEALERS COSTS CORP.	24.00	02 DEC 91	BOOKS
010452	04542	FACTS ON FILE, INC.	41.38	02 DEC 91	BOOKS
010453	04543	FAGEN PHARMACY	8.03	02 DEC 91	CONSTRUCTION FILM DEVELOPING
010454	04544	FAGEN PHARMACY	17.56	02 DEC 91	CLEANING PROD., PENS, FILM

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----- JASPER COUNTY PUBLIC LIBRARY -----

301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

02 DEC 91

PAGE 3

Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
010455	04545	GROLIER EDUCATIONAL CORP.	660.00	02 DEC 91	BOOKS
010456	04546	HERITAGE OFFICE PRODUCTS, IN	1136.62	02 DEC 91	OFFICE SUP. & COPIER SERVICE
010457	04547	INDIANA LIBRARY FEDERATION	579.61	02 DEC 91	1992 LIBRARY TRUSTEE MEMBERS
010458	04548	INDIANA LIBRARY FEDERATION	100.00	02 DEC 91	1992 LIBRARY MEMBERSHIP DUES
010459	04549	INGRAM	151.56	02 DEC 91	VIDEOCASSETTES
010460	04550	JACOBSENS	528.00	02 DEC 91	SERVICE CONTRACTS - TYPEWRIT
010461	04551	JILL TACHTIRIS	11.00	02 DEC 91	MILEAGE
010462	04552	K.V.ELECTRIC	82.00	02 DEC 91	REPLACE LIGHTS AT DEMOTTE &
010463	04553	LAKE COUNTY PUBLIC LIBRARY	9.50	02 DEC 91	BOOK -- MISSING ILL BOOK
010464	04554	LYNN DAUGHERTY	645.53	02 DEC 91	MEETING EXPENSES & MILEAGE
010465	04556	NIPSCO	410.76	02 DEC 91	DEMOTTE UTILITIES
010466	04557	MARY K. MARTIN	79.50	02 DEC 91	MILEAGE
010467	04558	PHILIP HOWARD	30.00	02 DEC 91	MOWING -- WHEATFIELD
010468	04559	POSTMASTER GENERAL	379.00	02 DEC 91	POSTAGE
010469	04560	QUILL	27.09	02 DEC 91	MAIL LABELS
010470	04561	RENSSELAER REPUBLICAN	92.40	02 DEC 91	JOB ADVERTISEMENTS -- RENSS
010471	04562	R.R. BOWKER	249.28	02 DEC 91	BOOKS
010472	04563	R W POOL CO., INC.	95.99	02 DEC 91	JANITORIAL SUPPLIES -- RENSS
010473	04564	DOMS DISPOSAL SERVICE INC.	13.00	02 DEC 91	TRASH PICK-UP -- DEMOTTE
010474	04565	SECURITY COURIERS, INC.	605.00	02 DEC 91	TRANSPORT BETWEEN LIBRARIES
010475	04566	SIMON & SCHUSTER SCHOOL GROU	76.18	02 DEC 91	BOOKS
010476	04567	STANDARD & POOR'S CORP.	570.00	02 DEC 91	BOOKS
010477	04568	T & J REPAIR	212.00	02 DEC 91	CLEANING & BUILDING REPAIRD
010478	04569	TEETERS CULLIGAN	45.20	02 DEC 91	COOLER RENTAL & WATER
010479	04570	VAN STRICKLIN	27.00	02 DEC 91	REPAIR VIDEOCASSETTES
010480	04571	WALLMANN'S	16.95	02 DEC 91	JANITORIAL SUPPLIES
010481	04572	CHERYL A. WITTY	5.50	02 DEC 91	MILEAGE ON 11/15/91 22 MILES
010482	04573	BOB LATTA TREE SERVICE	305.00	02 DEC 91	REMOVE TREE AT DEMOTTE
010483	04574	CIRCLE "R" ELECTRIC, INC.	3159.00	02 DEC 91	RENSSELAER & DEMOTTE CONSTRU
010484	04575	FIRST OF AMERICA BANK	351.00	02 DEC 91	RETAINAGE FOR CIRCLE "R" ELE
010485	04576	CIRCLE "R" MECHANICAL, INC.	23265.00	02 DEC 91	RENSSELAER & DEMOTTE CONSTRU
010486	04577	FIRST OF AMERICA BANK	2585.00	02 DEC 91	RETAINAGE FOR CIRCLE "R" MEC
010487	04578	IRA C. MAST & SON, INC.	132951.60	02 DEC 91	RENSSELAER & DEMOTTE CONSTRU
010488	04579	FIRST OF AMERICA BANK	14772.40	02 DEC 91	RETAINAGE FOR IRA C. MAST &
010489	04580	JACK KELLOGG	3000.00	02 DEC 91	CONSTRUCTION MANAGER
010490	04581	RMG CONSULTANTS, INC.	4000.00	02 DEC 91	AUTOMATION CONSULTING SERVIC
010491	04582	THE L.D.M. CORPORATION	3425.04	02 DEC 91	ARCHITECTURAL SERVICES
010492	04583	TOWN & COUNTRY MUTUAL INS. C	1566.86	02 DEC 91	BUILDING INSURANCE

--TOTAL AMOUNT OF CLAIMS-- 230588.22

ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 3 pages, and except for claims not allowed as shown on the Register, such claims are hereby allowed in the total amount of 230598.22. Dated 02 DEC 91.

_____	_____
_____	_____
_____	_____
_____	_____

SALARIES 1991: ADDENDA
 DECEMBER 1991

	Annual	Hourly	Hrs. Worked	Per Pay
COURTNEY STEWART March-April 91		4.25	7	
MICHELLE KEYS		4.25	15	
CINDY MUSCH	\$10,000	4.80	40	\$416.67

_____	_____
_____	_____
_____	_____
_____	_____

PROPOSED BOARD MEETING DATES
1992

January 13 (second Monday)

February 10 (second Monday)

March 2

April 6

May 4

June 1

July 6

August 3

Tuesday, September 1

October 5

November 2

December 7

Library Phone Listings

Rensselaer phone book:

WHITE PAGES

Library Public
Library Wheatfield Branch
Rensselaer Library
Wheatfield Library

DeMotte phone book

WHITE PAGES

De Motte Branch Library

YELLOW PAGES

LIBRARIES-PUBLIC

LIBRARY PUBLIC

— JASPER COUNTY LIBRARIES —
DeMotte Branch 9th & Birch SW 987-2221
Wheatfield Branch Grace & South 956-3774
301 N Van Rensselaer Rensselaer 866-5881

YELLOW PAGES

LIBRARIES-PUBLIC

De Motte Branch Library
9th & Birch SW DeMotte 987-2221

I would recommend the following changes for next year's phone books:

Rensselaer phone book:

WHITE PAGES:

Library Rensselaer
Library Wheatfield
Rensselaer Library
Wheatfield Library

DeMotte Phone book:

WHITE PAGES:

Library DeMotte
DeMotte Library

YELLOW PAGES:

Eliminate word "Branch"
Under JASPER COUNTY LIBRARIES,
would read DeMotte
Rensselaer
Wheatfield
with addresses and phone numbers

YELLOW PAGES:

Same entry as in Rens.
directory

This would make listings in both telephone books comparable. Would add an extra listing in DeMotte white pages at a monthly cost of \$1.25, and a larger yellow page entry at an annual cost to be determined by L.M. Berry Co. who deals with "foreign" phone numbers in the yellow pages. We will be contacted by them this summer and I will discuss the matter at that time.

To: Library Board
From: Lynn
Re: Questions raised at board meeting
Date: November 25, 1991

Question 1: Why are we over budget in Water (3.53)?

Answer: In April 1990, the water rates increased 30%. We did not realize this. When we asked about any future increases in the spring of 1990 before making out the 1991 budget we were (properly) told that no increases were expected. An increase went into effect a month or two earlier. In addition, during the summer of 1991 we used more water than in the summer of 1990. We evidently used the (water-cooled) air conditioner more in 1991. We recently found a faulty valve in a toilet tank which allowed the water to run continuously. Next month's water bill will undoubtedly be high as a result.

Question 2: Why have we received no bill from our bond counsel?

Answer: Until Monday, November 25, they had not yet completed their paperwork and given us the complete transcript of the bond issue. We still do not have a bill.

Question 3: Why is it so hard to find the library in the phone books? How are we listed?

Answer: The problem in the Rensselaer phone book was corrected previously. It is still hard to find DeMotte in its phone book because one more naturally looks under "Library" or "DeMotte Library" than under "DeMotte Branch Library". Unfortunately, new DeMotte phone books came out last week. We will have to wait another year to work on this problem. See attached summary.

Question 4: Why are there 3 different categories in the budget labelled "Equipment"?

Answer: 3.62 is repairs and maintenance to equipment
3.72 is rental of equipment (Culligan water coolers at Wheatfield & Rensselaer)
4.4 is purchase of furniture and equipment

LIBRARY APPROPRIATION RESOLUTION

WHEREAS, It has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget for the various functions of the Jasper County Public Library; Now, Therefore:

Be it resolved by the Library Board of the Jasper County Public Library, Jasper County, Indiana, that for the expenses of the Public Library the following additional sums of money are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same:

<u>FUND</u>	<u>AMOUNT APPROPRIATED</u>
LIBRARY OPERATING FUND	
3 Other services & charges	\$164,382.15
4 Capital outlays	1,000.00

These appropriations are made from additional receipts.

WHEATFIELD BOND & INTEREST REDEMPTION FUND

3 Other services & charges	1,600.00
----------------------------	----------

This appropriation is to be made from the unappropriated Wheatfield Bond & Interest Redemption Fund balance.

Presented to the Jasper County Public Library Board, read in full and adopted this 4th day of November, 1991, by the following aye and nay vote.

Aye	Nay
<u>Mary Linda Avey</u>	_____
<u>Miriam Sawyer</u>	_____
<u>Robert Souza</u>	_____
<u>Shonda Stewart</u>	_____
_____	_____
_____	_____
_____	_____

ATTEST:

Barbara Leestma
Secretary, Library Board

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT
November 1991

	RENSSELAER	DEMOTTE	WHEATFIELD	TOTAL
REGISTRATIONS				
Borrowers--Beginning of month:				13125 13165
Resident	131	72	51	254
Non-resident	3	2	1	6
Expired cards	48	39	52	139
Non-resident, expired				0
Total Registered				13246 13286
REFERENCE QUESTIONS				
Telephone				
Directional	114	123	212	449
Reference	260	198	198	656
In-person				
Directional	241	138	289	668
Reference	237	508	184	929
Total	852	967	883	2702
INTRALIB. LOAN ITEMS FILLED	23	147	55	225
LOCAL HISTORY				
In person	8			
Microfilms used	6			
Letters	1			
IN-HOUSE USE OF HARDWARE/SOFTWARE				
Computer agreements	51		82	
Software used	67		138	
VCR Use			2	
Microforms	6			
Other			2	
XX				
INTERLIBRARY LOANS(SYSTEM)				
Requests made for:	52	56	3	
Items rec'd for:	63	57	13	
Items outstanding:	-11	-1	-10	
Items from Ind. libs.	57	51	12	
Items requested by other libraries				
Items supplied to other libraries				
Info requests answd for other libs				
Info requests sent				

CIRCULATION STATISTICS

RENSSELAER

DEMOTTE

WHEATFIELD

RENSSELAER					DEMOTTE					WHEATFIELD				
ADDED		WITHDRAWN		C	ADDED		WITHDRAWN		C	ADDED		WITHDRAWN		C
V	T	V	T	I	V	T	V	T	I	V	T	V	T	I
O	I	O	I	R	O	I	O	I	R	O	I	O	I	R
L	T	L	T	C	L	T	L	T	C	L	T	L	T	C
U	L	U	L	U	U	L	U	L	U	U	L	U	L	U
M	E	M	E	L	M	E	M	E	L	M	E	M	E	L
November 1991	E	E		ATION	E		E		ATION	E		E		ATION

XX

DULT BOOKS

Fiction	40	40	1	1	1411	23	23	11	11	1251	17	17	4	1	852
Non-Fiction	56	47	33	19	1425	26	18	38	38	1174	27	19	3	1	607

HILDREN'S BK

Fiction	61	61	28	28	2095	31	31	47	47	2534	32	32	95	91	965
Non-fiction	18	18	31	31	859	6	6	42	42	628	15	15	39	39	248

AGAZINES					417					634					385
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GRAPHIC MATER'L					52					1					
-----------------	--	--	--	--	----	--	--	--	--	---	--	--	--	--	--

Puzzles,Prints,
Games,Filmstrip

ICROFORMS

DUPLICATE CARDS	12	12	1	1	280	27	23			201	34	34			172
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SOFTWARE

AMPHLETS					150	48	48	15	15	84					7
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IS's					1022					633					665
------	--	--	--	--	------	--	--	--	--	-----	--	--	--	--	-----

QUIPMENT					3					1					1
----------	--	--	--	--	---	--	--	--	--	---	--	--	--	--	---

TOTAL	187	178	94	80	7714	113	101	138	138	7141	125	117	141	132	3902
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XX

PERCENT

Increase										11%					4%
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Decrease															2%
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END OF MONTH:	RENSSELAER	DEMOTTE	WHEATFIELD	TOTAL
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TOTAL MATERIALS	35595	22030	17133	74758
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OWNED

TOTAL TITLES	32243	20660	15492	68395
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OWNED

XX

MONTHLY SYSTEM STATISTICS

	1990	1991	
Circulation	18071	18757	4%
Daily Average			

January to date

Total Circulation	204551	206293	1%
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Rensselaer	day	309
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Demotte	day	286
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Wheatfield	day	156
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[illegible]

JASPER COUNTY PUBLIC LIBRARY PROGRAMS
November 1991

	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Children's Programs (0-13)	11	11	3	25
Number attending	312	192	32	536
YA Programs (14-17)				0
Number attending				0
Adult Programs	1	1	1	3
Number attending	27	2	0	29
Senior Citizen Programs				0
Number attending				0
TOTAL NUMBER OF PROGRAMS	12	12	4	28
TOTAL PERSONS ATTENDING	339	194	32	565

AGENDA.....December 24, 1991
Special Meeting DeMotte Library
Jasper County Public Library Board of Trustees
9:30 A.M.

1. Bills/Claim statement
 - 1.1 Bills to be allowed/Paychecks
2. Transfers
3. Encumbrances
4. Approval of Wheatfield meetingroom wallpaper
5. Approval of adjustment in salary range: Budget committee recommendation
6. Adjournment

APPROPRIATION REPORT

----- JASPER COUNTY PUBLIC LIBRARY -----

30 DEC 91

OPERATING FUND ACNT #	DESCRIPTION	ANNUAL APPROPRIATION	CHANGE TO APPROPRIATION	CURRENT APPROPRIATION	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	APPROPRIATION BALANCE
1.11	SALARY OF LIBRARIAN	33920.00	.00	33920.00	2826.68	33920.16	-.16
1.12	SALARY OF ASSISTANTS	266765.00	.00	266765.00	22052.69	262033.37	4731.63
1.13	WAGES OF JANITORS	15520.00	.00	15520.00	704.18	9980.55	5539.45
1.21	EMPLOYER'S SHARE-FICA	24172.00	.00	24172.00	1957.15	23404.12	767.88
1.22	UNEMPLOYMENT COMPENSATION	2000.00	.00	2000.00	.00	1745.53	254.47
1.23	EMPLOYER'S CONTRIBUTION - PERF	16931.00	.00	16931.00	.00	17422.46	-491.46
1.24	EMPLOYER'S CONTRIBUTION - INS.	6000.00	.00	6000.00	.00	1340.53	4659.47
1.31	OTHER PERSONAL SERVICES	2000.00	.00	2000.00	.00	.00	2000.00
2.11	OFFICIAL RECORDS	1000.00	.00	1000.00	.00	893.19	106.81
2.12	STATIONERY AND PRINTING	900.00	.00	900.00	322.50	666.99	233.01
2.13	OTHER OFFICE SUPPLIES	3250.00	.00	3250.00	20.35	1642.56	1607.44
2.21	CLEANING & SANITATION SUPPLIES	3900.00	.00	3900.00	90.68	2095.10	1804.90
2.22	FUEL, OIL & LUBRICANTS	100.00	.00	100.00	.00	7.65	92.35
2.23	OTHER OPERATING SUPPLIES	100.00	.00	100.00	.00	.00	100.00
2.31	BUILDING MATERIALS & SUPPLIES	750.00	.00	750.00	.00	120.84	629.16
2.32	PAINT AND PAINTING SUPPLIES	200.00	.00	200.00	.00	5.69	194.31
2.33	REPAIR PARTS	250.00	.00	250.00	37.56	355.46	-105.46
2.41	LIBRARY SUPPLIES	8000.00	.00	8000.00	482.04	6963.13	1036.87
2.42	OTHER SUPPLIES	2000.00	.00	2000.00	.00	1155.55	844.45
3.11	CONSULTING SERVICES	1000.00	1790.00	2790.00	.00	1790.00	1000.00
3.12	ENGINEERING & ARCH. SERVICES	1000.00	155851.25	156851.25	.00	155851.25	1000.00
3.13	LEGAL SERVICES	1500.00	.00	1500.00	.00	.00	1500.00
3.14	OTHER PROFESSIONAL SERVICES	5500.00	6291.88	11791.88	410.00	13721.20	-1929.32
3.21	TELEPHONE	9000.00	.00	9000.00	578.95	6927.54	2072.46
3.22	POSTAGE	3500.00	.00	3500.00	.00	2832.19	667.81
3.23	TRAVELING EXPENSE	5000.00	.00	5000.00	108.50	3256.50	1743.50
3.24	PROFESSIONAL MEETINGS	6000.00	.00	6000.00	.00	3106.26	2893.74
3.25	FREIGHT	200.00	.00	200.00	.00	.00	200.00
3.31	ADVERTISING & PUBLIC NOTICES	1500.00	408.28	1908.28	12.45	1354.99	553.29
3.32	OTHER PRINTING	500.00	.00	500.00	.00	.00	500.00
3.41	OFFICIAL BONDS	1000.00	.00	1000.00	350.00	600.00	400.00
3.42	OTHER INSURANCE	7000.00	.00	7000.00	.00	6517.88	482.12
3.51	GAS	7000.00	.00	7000.00	261.19	3044.76	3955.24
3.52	ELECTRICITY	18000.00	.00	18000.00	726.09	12298.21	5701.79
3.53	WATER	500.00	.00	500.00	48.53	801.13	-301.13
3.54	WASTE DISPOSAL SERVICES	500.00	.00	500.00	51.62	636.80	-136.80
3.61	BUILDING & STRUCTURES	7500.00	.00	7500.00	75.00	6935.51	564.49
3.62	EQUIPMENT	1000.00	.00	1000.00	69.55	1709.59	-709.59
3.71	REAL ESTATE	1.00	.00	1.00	.00	.00	1.00
3.72	EQUIPMENT	1000.00	.00	1000.00	57.40	403.30	596.70
3.91	DUES	800.00	.00	800.00	.00	2127.76	-1327.76
3.92	INTEREST ON TEMPORARY LOANS	1.00	.00	1.00	.00	.00	1.00
3.93	TAXES & ASSESSMENTS	1.00	40.74	41.74	.00	40.74	1.00
3.94	TRANSFER TO LIRF	70000.00	.00	70000.00	.00	70000.00	.00
3.95	LAWN CARE & MAINTENANCE CONT.	7000.00	.00	7000.00	594.66	9518.34	-2518.34
3.96	PETTY CASH	120.00	.00	120.00	.00	.00	120.00
3.97	INTERVIEWING & MOVING EXP.	250.00	.00	250.00	.00	.00	250.00
4.1	LAND	1.00	.00	1.00	.00	.00	1.00
4.2	BUILDINGS	1.00	.00	1.00	.00	.00	1.00
4.3	IMPROVEMENTS OTHER THAN BUILD.	.00	1000.00	1000.00	.00	1000.00	.00
4.4	FURNITURE & EQUIPMENT	15000.00	.00	15000.00	1442.39	5814.64	9185.36
4.51	BOOKS	100000.00	.00	100000.00	3508.67	76120.76	23879.24
4.52	PERIODICALS & NEWSPAPERS	25300.00	.00	25300.00	576.00	19804.42	5495.58
4.53	NONPRINTED MATERIALS	19500.00	.00	19500.00	2478.75	15136.02	4363.98
4.61	BOOKS ENCUMBERED	7354.30	.00	7354.30	.00	4441.33	2912.97

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----- JASPER COUNTY PUBLIC LIBRARY -----

301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

30 DEC 91

PAGE 1

Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
001749	4602	PAULA L. BAUGH	290.16	13 DEC 91	PAYROLL
001750	4585	JULIE BRAY	572.01	13 DEC 91	PAYROLL
001751	4594	GLENDA BROWN	419.73	13 DEC 91	PAYROLL
001752	4609	MELISSA BUITER	107.89	13 DEC 91	PAYROLL
001753	4600	RENEE CARR	243.05	13 DEC 91	PAYROLL
001754	4599	MARK CASSELLO	114.37	13 DEC 91	PAYROLL
001755	4598	LYNN DAUGHERTY	974.71	13 DEC 91	PAYROLL
001756	4610	JULIE EISELE	80.71	13 DEC 91	PAYROLL
001757	4586	CHARLOTTE FAGEN	483.34	13 DEC 91	PAYROLL
001758	4611	ANGELA FENWICK	65.20	13 DEC 91	PAYROLL
001759	4605	PAMELA FERBER	644.78	13 DEC 91	PAYROLL
001760	4608	CYNTHIA FISHBURN	77.61	13 DEC 91	PAYROLL
001761	4607	KIMBERLY GARWOOD	679.27	13 DEC 91	PAYROLL
001762	4603	ROSE E. HOWARD	279.05	13 DEC 91	PAYROLL
001763	4604	KRISTIN JOHNSON	68.31	13 DEC 91	PAYROLL
001764	4595	DIANA KODY	87.73	13 DEC 91	PAYROLL
001765	4590	JOAN KOPANDA	279.28	13 DEC 91	PAYROLL
001766	04584	MARY K. MARTIN	752.00	13 DEC 91	PAYROLL
001767	4612	COLLEEN MATHEWS	46.60	13 DEC 91	PAYROLL
001768	4613	CYNTHIA MUSCH	364.12	13 DEC 91	PAYROLL
001769	4592	KATHLEEN PADGITT	338.78	13 DEC 91	PAYROLL
001770	4593	BONNIE POWELL	279.74	13 DEC 91	PAYROLL
001771	4606	JULIE SCHLEUDER	68.08	13 DEC 91	PAYROLL
001772	4587	SHARON SCHULENBERG	423.42	13 DEC 91	PAYROLL
001773	4596	EILEEN SPURGEON	82.19	13 DEC 91	PAYROLL
001774	4588	JILL TACHTIRIS	417.53	13 DEC 91	PAYROLL
001775	4597	ELIZABETH THONE	131.63	13 DEC 91	PAYROLL
001776	4601	AMBER WARRAN	223.72	13 DEC 91	PAYROLL
001777	4591	DIANE WIERS	353.55	13 DEC 91	PAYROLL
001778	4589	CHERYL WITTY	456.45	13 DEC 91	PAYROLL
001779	4682	PAULA L. BAUGH	290.16	30 DEC 91	PAYROLL
001780	4665	JULIE BRAY	572.01	30 DEC 91	PAYROLL
001781	4674	GLENDA BROWN	419.73	30 DEC 91	PAYROLL
001782	4688	MELISSA BUITER	76.45	30 DEC 91	PAYROLL
001783	4680	RENEE CARR	243.05	30 DEC 91	PAYROLL
001784	4679	MARK CASSELLO	60.22	30 DEC 91	PAYROLL
001785	4678	LYNN DAUGHERTY	974.71	30 DEC 91	PAYROLL
001786	4689	JULIE EISELE	83.81	30 DEC 91	PAYROLL
001787	4666	CHARLOTTE FAGEN	483.34	30 DEC 91	PAYROLL
001788	4690	ANGELA FENWICK	65.20	30 DEC 91	PAYROLL
001789	4685	PAMELA FERBER	644.78	30 DEC 91	PAYROLL
001790	4687	CYNTHIA FISHBURN	43.51	30 DEC 91	PAYROLL
001791	4686	KIMBERLY GARWOOD	679.27	30 DEC 91	PAYROLL
001792	4683	ROSE E. HOWARD	279.05	30 DEC 91	PAYROLL
001793	4684	KRISTIN JOHNSON	68.31	30 DEC 91	PAYROLL
001794	4693	MICHELE KEYS	176.57	30 DEC 91	PAYROLL
001795	4675	DIANA KODY	80.81	30 DEC 91	PAYROLL
001796	4670	JOAN KOPANDA	279.28	30 DEC 91	PAYROLL

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 ----- JASPER COUNTY PUBLIC LIBRARY -----
 301 N. VAN RENSSELAER STREET
 RENSSELAER, IN 47978
 30 DEC 91

PAGE 1

Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
001797	04664	MARY K. MARTIN	752.00	30 DEC 91	PAYROLL
001798	4691	COLLEEN MATHEWS	65.20	30 DEC 91	PAYROLL
001799	4692	CYNTHIA MUSCH	364.12	30 DEC 91	PAYROLL
001800	4672	KATHLEEN PADGITT	338.78	30 DEC 91	PAYROLL
001801	4673	BONNIE POWELL	279.74	30 DEC 91	PAYROLL
001802	4667	SHARON SCHULENBERG	423.42	30 DEC 91	PAYROLL
001803	4676	EILEEN SPURGEON	94.52	30 DEC 91	PAYROLL
001804	4668	JILL TACHTIRIS	417.53	30 DEC 91	PAYROLL
001805	4677	ELIZABETH THONE	120.25	30 DEC 91	PAYROLL
001806	4681	AMBER WARRAN	223.72	30 DEC 91	PAYROLL
001807	4671	DIANE WIERS	353.55	30 DEC 91	PAYROLL
001808	4669	CHERYL WITTY	456.45	30 DEC 91	PAYROLL
010493	4614	BANK ONE	3339.30	13 DEC 91	FICA & FED TAX WITHHELD 13 D
010494	04615	INDIANA DEFERRED COMPENSATIO	72.50	13 DEC 91	WITHHELD FROM 13 DEC 91 PAYR
010495	04616	NORTHWESTERN INDIANA TELEPHO	82.01	13 DEC 91	DEMOTTE TELEPHONE
010496	04617	TOWN OF DEMOTTE	17.16	13 DEC 91	SEWER SERVICE AT DEMOTTE
010497	04618	UNITED TELEPHONE COMPANY	300.95	13 DEC 91	RENSSELAER TELEPHONE
010499	04620	AT&T	72.73	24 DEC 91	DEMOTTE TELEPHONE
010500	04621	AVC CORPORATION	88.75	24 DEC 91	SERVICE AGREEMENT FOR JAN 92
010501	04622	BAKER & TAYLOR	581.23	24 DEC 91	BOOKS
010502	04623	BAKER & TAYLOR	902.04	24 DEC 91	BOOKS
010503	04624	BAKER & TAYLOR	1068.00	24 DEC 91	LEASE BOOKS
010504	04625	BANK ONE	32.00	24 DEC 91	SAFE DEPOSIT BOX RENTAL
010505	04626	BARB FERNANDEZ	30.00	24 DEC 91	SNOW REMOVAL -- DEMOTTE
010506	04627	BRODART CO.	536.93	24 DEC 91	SYSDAC RIBBONS & TRANSPORT B
010507	04628	CAMPBELL PRINTING COMPANY	322.50	24 DEC 91	STATIONERY
010508	04629	CHERYL A. WITTY	68.00	24 DEC 91	MILEAGE
010509	04630	CITY OF RENSSELAER	441.20	24 DEC 91	RENSSELAER UTILITIES
010510	04631	CONGRESSIONAL QUARTERLY INC.	498.00	24 DEC 91	SUBSCRIPTION -- RENSSELAER
010511	04632	CONSOLIDATED INSURANCE AGENC	350.00	24 DEC 91	BONDS--DIRECTOR,TREASURER,SC
010512	04633	DAVID DEVRIES	112.56	24 DEC 91	REPAIRS--WHE & WINDOW TREATM
010513	04634	DEMCO	571.57	24 DEC 91	PROCESSING & LIBRARY SUP. &
010514	04635	DEMOTTE OFFICE SUPPLY	1.77	24 DEC 91	HIGHLIGHTERS
010515	04636	DEYOUNG PLUMB, HTG, & AIR CO	41.55	24 DEC 91	STOOL SERVICE -- RENSSELAER
010516	04637	EDUCATION RECORD CENTER	800.60	24 DEC 91	CASSETTES
010517	04638	FAGEN PHARMACY	7.49	24 DEC 91	PICTURE DEVELOPMENT
010518	04639	FAS-TRACK COMPUTER PRODUCTS	344.95	24 DEC 91	COMPUTER PROGRAMS
010519	04640	FELICIA WARRAN	300.00	24 DEC 91	CLEANING -- WHEAT. & DEMOTTE
010520	04641	GALE RESEARCH INC.	76.87	24 DEC 91	BOOKS
010521	04642	GATEWAY EDUCATIONAL PRODUCTS	354.90	24 DEC 91	VIDEOCASSETTES
010522	04643	GLENDA BROWN	29.50	24 DEC 91	MILEAGE
010523	04644	GOODWIN FIRE EQUIPMENT	28.00	24 DEC 91	SERVICE FIRE EXT.,RENS,DEM,W
010524	04645	GREENE'S FURNITURE	1149.00	24 DEC 91	CARPETING -- WHEATFIELD
010525	04646	HARVEY'S	16.29	24 DEC 91	CRAFT SUPPLIES -- CHILDREN'S
010526	04647	HERITAGE OFFICE PRODUCTS, IN	475.91	24 DEC 91	TYPEWRITER SER. CONT. -- REN
010527	04648	HIGHSMITH CO. INC.	293.59	24 DEC 91	PROCESSING SUPPLIES
010528	04649	INDIANAPOLIS NEWSPAPERS INC.	78.00	24 DEC 91	SUBSCRIPTION -- RENSSELAER
010529	04650	INGRAM	939.36	24 DEC 91	VIDEOCASSETTES

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301 N. VAN RENSSELAER STREET

RENSSELAER, IN 47978

30 DEC 91

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Warrant Number	Claim Number	Name of Claimant	Amount of Claim	Date Filed	Explanation
010530	04651	JILL TACHTIRIS	11.00	24 DEC 91	MILEAGE
010531	04652	KANKAKEE VALLEY POST NEWS	12.45	24 DEC 91	JOB ADVERTISEMENT
010532	04653	CHIEF, CDS	136.00	24 DEC 91	BOOKS
010533	04654	NIPSCO	619.17	24 DEC 91	WHEATFIELD UTILITIES
010534	04655	QUILL	161.56	24 DEC 91	OFFICE & JAN. SUP. & EQUIPME
010535	04656	RECORDED BOOKS INC.	38.94	24 DEC 91	CASSETTE
010536	04657	SECURITY COURIERS, INC.	110.00	24 DEC 91	TRANSPORT BETWEEN LIBRARIES
010537	04658	SMITH TRUE VALUE FARM STORE	41.79	24 DEC 91	JANITORIAL SUP. & EQUIPMENT
010538	04659	TEETERS CULLIGAN	35.30	24 DEC 91	COOLER RENTAL & WATER
010539	04660	UNITED TELEPHONE COMPANY	123.26	24 DEC 91	WHEATFIELD TELEPHONE
010540	04661	THERBER, BROCK & KRAMER, INC	12998.55	24 DEC 91	SERVICES RENDERED WITH SALE
010541	04662	THE L.O.M. CORPORATION	2170.00	24 DEC 91	ARCHITECTURAL SERVICES
010542	04663	ICE, MILLER, DONADIO & RYAN	10129.96	24 DEC 91	SERVICES RENDERED WITH SALE
010543	4694	BANK ONE	3338.43	30 DEC 91	FICA & FED. TAX WITHHELD 30
010544	04695	INDIANA DEFERRED COMPENSATIO	72.50	30 DEC 91	WITHHELD FROM 30 DEC 91 PAYR
010545	04696	INDIANA DEPARTMENT OF REVENU	1054.42	30 DEC 91	STATE & COUNTY TAX WITHHELD
--TOTAL AMOUNT OF CLAIMS--			64293.09		

ALLOWANCE OF CLAIMS

We have examined the claims listed on the foregoing Register of Claims, consisting of 3 pages, and except for claims not allowed as shown on the Register, such claims are hereby allowed in the total amount of 64293.09. Dated 24 DEC 91.

ENCUMBERED BILLS 1991

P.O. #	Amount	App. #	Company
	1005.00	1.12	Payroll 15-31 Dec. 1991
	78.00	1.21	Employers Share FICA
2520	106.60	2.41	ALA Graphics
2525	77.25	2.41	Upstart
2523	486.30	4.4	DEMCO
2526	450.00	4.4	Greene's Furniture & Carpet
2532	119.95	4.4	DEMCO
2397	285.00	4.51	Robinson's Directories
2435	385.62	4.51	Silver Burdett
2440	40.00	4.51	Facts on File
2460	201.21	4.51	Baker & Taylor
2461	60.90	4.51	Baker & Taylor
2463	139.75	4.51	Baker & Taylor
2466	37.95	4.51	Permabound
2468	117.90	4.51	Baker & Taylor
2469	289.95	4.51	Marshall Cavendish
2470	260.80	4.51	Baker & Taylor
2490	75.00	4.51	Somerset Publishers
2493	37.95	4.51	Baker & Taylor
2497	420.79	4.51	Baker & Taylor
2498	48.90	4.51	Baker & Taylor
2512	185.60	4.51	Baker & Taylor
2519	850.06	4.51	Permabound
2528	1272.72	4.51	Baker & Taylor
2529	6130.18	4.51	Baker & Taylor
2531	1465.65	4.51	Baker & Taylor
2533	93.03	4.51	Baker & Taylor
2527	5301.40	4.52	University Microfilms
2488	24.00	4.53	Music Wholesalers
2492	43.80	4.53	Baker & Taylor
2502	87.86	4.53	Ingram
2514	275.85	4.53	Chesterbrook Ed. Pub.
2516	12.95	4.53	Baker & Taylor
2517	337.45	4.53	Ingram

TOTAL	\$20,805.37		
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